

LRC'S ROLE IN SESSION OPERATIONS: A PROCEDURES MANUAL



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Kentucky Legislative Research Commission

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The Kentucky Legislative Research Commission is a 16-member committee comprised of the majority and minority leadership of the Kentucky Senate and House of Representatives. Under Chapter 7 of the Kentucky Revised Statutes, the Commission constitutes the administrative office for the Kentucky General Assembly. Its director serves as chief administrative officer of the legislature when it is not in session. The Commission and its staff, by law and by practice, perform numerous fact-finding and service functions for members of the General Assembly. The Commission provides professional, clerical, and other employees required by legislators when the General Assembly is in session and during the interim period between sessions. These employees, in turn, assist committees and individual members in preparing legislation. Other services include conducting studies and investigations, organizing and staffing committee meetings and public hearings, maintaining official legislative records and other reference materials, furnishing information about the legislature to the public, compiling and publishing administrative regulations, administering a legislative intern program, conducting a pre-session orientation conference for legislators, and publishing a daily index of legislative activity during sessions of the General Assembly.

The Commission also is responsible for statute revision; publication and distribution of the *Acts* and *Journals* following sessions of the General Assembly; and maintenance of furnishings, equipment, and supplies for the legislature.

The Commission functions as Kentucky's Commission on Interstate Cooperation in carrying out the program of the Council of State Governments as it relates to Kentucky.

INTRODUCTION

As the administrative arm of the General Assembly, the Legislative Research Commission (LRC) is responsible for the daily operations of regular and special legislative sessions, including many aspects of the legislative process. The role of LRC staff has expanded greatly with the advent of an independent General Assembly, and this publication attempts to provide a more complete overview of the various functions that LRC plays in the process. House Clerk Services and preparation of the House and Senate Journal, which are performed by LRC staff, are included as part of this publication.

This Informational Bulletin has been prepared by LRC staff.

Robert Sherman
Director

The Capitol
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CHAPTER I

BILL TRACKING

The Assistant Director for Legislative Process and Committee Activity is responsible for general coordination of bill drafting by LRC staff members during session. All requests for drafting bills should be directed to the Assistant Director immediately upon receipt. It is important for a bill request to be logged on the same day it is submitted to the LRC staff, since the “logged in” date will help determine the priority given the request throughout the drafting process.

LRC staff will assist only legislators in drafting bills. Interest groups and individual citizens are encouraged to approach legislators with their ideas for legislative proposals. If a legislator is interested in the idea, the member can request a bill draft. Executive agencies should be directed to the Governor’s staff handling bill requests.

All requests for bill drafting should initially come to the Assistant Director for Legislative Process and Committee Activity, including letters, phone calls, and personal contacts. Although an individual staff member may assist a legislator in developing a bill request, the formal request must be officially assigned and properly recorded. A bill request form is also completed for bills being drafted in conjunction with committee assignments. The drafter should advise the Assistant Director that a committee has requested the bill.

After bill requests are received and logged, they are assigned for drafting. Staff members may ask for specific assignments and legislators may request specific drafters. However, no staff member should assume an assignment until it is officially made. This procedure requires strict adherence except for some situations in which bills are drafted in conjunction with committee assignments. Every effort is made to distribute the bill drafting workload as evenly as possible among staff members, although workload will vary according to issues involved in a given session.

When a bill request is assigned for drafting, the name of the drafter and the date of assignment are recorded. The sponsor is then notified by letter of the bill request number and the drafter’s name and telephone number. Later in the session, letters will cease to be sent because of the increasing workload. The bill request form, a copy of the notification letter, and any other materials pertaining to the bill are then assembled in a numbered folder and forwarded to the drafter.

After official notification of the assignment, direct communication between the sponsor and drafter is essential. Drafters contact legislators as often as necessary to work out details, report on progress, and discuss alternatives. If a legislator is working in conjunction with an interest group, executive agency, or other constituents, the drafter may discuss the bill with them ***if the legislator specifically agrees to this procedure and identifies the person or persons with whom the draft may be discussed.*** All bill requests are considered confidential. Inquiries from

persons other than the sponsor concerning bill requests should be referred to the Director's Office.

During session, all bill drafts must be completed within three days of receipt of the request, unless other arrangements are made between the drafter and sponsor. When a draft is completed, it is reviewed by the Statute Revision staff for format and compatibility with existing statutes. Questions regarding possible constitutional conflicts may be raised. The bill summary and index entries are also checked at this point. In most cases, the reviser's review will take place before bills are logged for bill processing. Also, a check is completed to ensure that all affected sections of the KRS have been included in the draft. If a bill requires drastic alteration as a result of the legal review or conformity check, the drafter will be contacted. Otherwise, the bill will be forwarded to Bill Processing.

Upon return to Bill Tracking, the draft is immediately logged and filed in the order received. Priority in processing bills is based on the dates of receipt of the drafts in the Bill Processing room rather than on bill request numbers. The only time bill request numbers have significance in determining bill processing priority is when several bill drafts are logged into the Bill Processing room on the same day. In those cases, the drafts with lower bill request numbers are entered first. In a few exceptional cases, bill drafts will be given special priority for bill processing. These situations include when a bill is to be presented before a committee as an item on the agenda, or if a bill will be offered as a substitute or amendment to legislation that is before the General Assembly for action. Exceptions to regular bill processing priorities must be authorized by the Assistant Director for Legislative Process and Committee Activity.

Once a bill draft has been entered by Bill Processing, a printout will be produced to be used for duplication. This printout is placed in the bill folder and returned to staff in Bill Tracking, who will contact the drafter so that the drafter can review the bill for errors. After the drafter has reviewed the bill printout, copies will be made for the sponsor. The appropriate number of copies in House or Senate jackets will be delivered automatically to the sponsors in the chamber as soon as they are ready.

All completed bill drafts are treated as confidential information. The sponsor is solely responsible for releasing copies or information concerning a completed draft. Bill drafts become public information when the sponsor releases the draft for public review; when a committee discusses or debates the draft; or when the sponsor introduces the bill for consideration by the General Assembly.

CHAPTER II

HOUSE CLERK SERVICES

Bill Control

LRC staff performs the bill control function as part of House Clerk Services. Bill Control prepares the Rules Committee Report, the Orders of the Day, and the House Daily Action. Daily preparation and distribution of these documents and other functions of House Clerk Services are explained in the following sections.

Rules Committee Report

Each day of the session, House Clerk Services prepares a numerical list of bills that have been passed out of committee and referred to the Rules Committee. Information for this list is taken from the day's committee reports and the House Daily Action, but can usually be compiled from first readings, as reported in the House Minutes (see Appendices). This becomes the Rules Committee Report for the following day and is used by the Rules Committee for purposes of bill referral. For example, a bill receiving its first reading on March 17 will receive its second reading on March 18 and can be considered by the Rules Committee that same day.

After a bill has received its second reading on the House floor, it goes immediately to the Rules Committee, which may take one of three actions:

- It may be posted for passage on the House floor. The date the bill is posted for passage appears on the Orders of the Day;
- It may be recommitted to a House committee with a brief written explanation for its recommitment. No bill or resolution may be recommitted by the Rules Committee more than once (see Rule 41 of the House Rules of Procedure); or
- It may be retained in the Rules Committee for up to five legislative days (see Rule 41 of the House Rules of Procedure).

On the fifth day, if no action has been taken by the Rules Committee, the bill is automatically posted for passage.

The Rules Committee Report consists of each bill number, accompanied by any appropriate committee substitute(s) and/or committee amendment(s); a brief summary taken from the bill; the primary sponsor; the name of the committee reporting the bill; and other notations such as recommitted, emergency, appropriation, constitutional amendment, and effective date. Floor amendments are not listed on this report. The bills are categorized as to whether they are on the Consent Calendar or on the Regular Calendar. They are further delineated according to the number of days they have been in the Rules Committee (see Appendices). This report is distributed by House Clerk Services to House Leadership offices, House and Senate Clerks, selected Senate offices, and other offices each day upon adjournment.

A Rules Committee Report Addendum is prepared for any recommitted bills coming out of committee that particular day, showing those bills as being in the first day in the Rules Committee. This addendum indicates that the recommitted bills have had a first reading on a previous day and will have a second reading on that given day, when the committee report is read into the minutes (see Appendices). Bill Control employees attend all Rules Committee meetings and may take minutes of the meeting if required. In addition, one Bill Control employee is designated to file a report with the Assistant Clerk in the House chamber immediately following the Rules meeting, listing those bills in the same order as “posted for passage” by the Rules Committee in the following order:

- Bills going to the Consent Orders;
- Bills going to the Regular Orders; and
- Bills going from the Consent Calendar to the Regular Orders.

Bills recommitted by the Rules Committee are listed at the end of the Rules Committee Report, accompanied by a brief explanation. In the event that the House recesses for a Rules Committee meeting, Bill Control employees must be prepared for another Rules Committee meeting upon adjournment. The report prepared for such a meeting consists of those bills remaining in the Rules Committee. Copies of the Rules Committee Report are distributed at the Rules Committee meeting and the report is filed with the Assistant Clerk, listing those bills in the same order as “posted for passage” by the Rules Committee.

Orders of the Day

The Orders of the Day is the agenda of bills on which final action may be taken on the House floor on a given day. It is prepared daily by Bill Control employees upon adjournment for the next day’s session. The bills are categorized as to whether they are on the Consent Orders or the Regular Orders. This listing consists of the bill number; committee substitute(s); committee amendment(s); floor amendments; a brief summary; the primary sponsor; and any other notations such as recommitted, emergency, appropriation, constitutional amendment, and effective date (see Appendices). All of this information is compiled from the Rules Committee Report, except the floor amendments, which are collected from the House Minutes and confirmed by the Amendment Clerk, the Engrossing and Enrolling Clerk, and/or the Bill Room Clerk. The name of the committee reporting the bill is deleted on this report, because the bill is reported by the Rules Committee at this point.

Any bills that are on the Orders of the Day but are not considered on the designated day retain their place on the Orders for the following legislative day (see Rule 41 of the House Rules of Procedure). The Orders of the Day also reflect actions taken on the House floor, such as removing bills from the Clerk’s Desk or reconsidering the vote by which a bill passed or was defeated, and lists these bills in the order in which they are recorded in the House Minutes. Likewise, bills are deleted from the Orders of the Day if they are recommitted to a specific committee. The Orders of the Day are established by the Rules Committee, prepared by Bill Control employees, and distributed to House members, House and Senate Clerks, House Leadership, selected Senate offices, and other offices upon adjournment, and posted on the

Kentucky LRC Home Page <<http://www.lrc.state.ky.us/home.htm>>. Bill Control staff also post the Orders of the Day outside the House chamber.

There may be additional categories of bills on the Orders of the Day, which are listed after the Regular Orders and before the bills posted for passage. This listing includes those bills that have passed the chamber of origin and passed the second house with amendments. These categories are established according to the body of origin, the amending body, and whether either concurs or refuses to concur with the other (e.g., House bills with Senate amendments, nonconcur, nonrecede is titled HB w/SA (N.C.)(N.R.)). Additionally, bills that are vetoed by the Governor follow the above categories. All of these bills carry the same preliminary information as those on the Regular Orders. A Committee on Committees Report is prepared when a House bill has been amended in the Senate and has been returned to the House for concurrence in the amendment, and for bills originating in and passed by the Senate when reported to the House (see Rule 55 of the House Rules of Procedure).

This report is prepared by Bill Control employees in the same manner as the Orders of the Day and is taken to the House Speaker's office after being checked against the House Minutes (see Appendices).

Posted for Passage

The Posted for Passage category reflects action taken by the Rules Committee, and legislation under this heading is added to the end of the Orders of the Day. The date indicates when those bills will be posted for passage (the date when they will become the Orders of the Day), which is usually the second legislative day. For example, the Rules Committee meets upon adjournment on March 17 and posts bills for passage on March 19. After the Rules Committee meeting, a Posted for Passage list is prepared and attached to the Orders of the Day for March 18. On March 18, the action taken by the Rules Committee on March 17 is reported on the House floor and recorded in the House Minutes (see Appendices). If the House recesses for a Rules Committee meeting and the Rules Committee Report is read into the House Minutes before adjournment, those bills that are reported to the floor will appear in the Orders of the Day on the next legislative day. If the Rules Committee Report is not read into the minutes before adjournment, the bills are posted for passage on the second legislative day. This report, along with the Orders of the Day, is distributed to members of the House and other offices as prescribed (see Appendices).

Other Reports

Bill Control employees prepare and proof for corrections and omissions the Rules Committee Reports, the Orders of the Day, and additional reports requested by leadership. Bill Control retains copies of all bills, resolutions, amendments, committee actions, and inter-office communications, Senate messages (see Appendices), and veto messages from the Governor. Charts are maintained for use in preparing the documents as previously discussed.

Display of Bills, Amendments, and Substitutes

For many years, the House of Representatives used transparencies to display the Orders of the Day and those bills posted for passage for the convenience of members. Beginning with the 2002 Regular Session, that overhead projection system was replaced by two plasma screens mounted above the doors on either side of the chamber. These boards are connected to the electronic bill book system and display bill numbers, floor amendment numbers, and committee amendment or substitute numbers as each bill is called by the floor leader. During the last few weeks of session, House bills with Senate amendments, Senate bills with House amendments, and vetoed bills will also be displayed. A color and font coding system replaced the old manual marking system for indicating the matter before the body and final disposition.

House Daily Action Report

The House Daily Action Report is compiled by staff in the Clerk's office (see Appendices). The information is gathered from the minutes as they are reported during and upon adjournment of the House. The report is intended as an unofficial in-house report, which is distributed by e-mail shortly upon adjournment of the House for staff to use in verifying the actions of the House for any particular day.

The report lists information under the following headings:

- Introduction of Bills;
- Referral of Bills;
- First Readings;
- Second Readings;
- Orders of the Day;
- Floor Amendments Filed;
- Other action including Conference Committee Reports and other announcements;
- Senate Messages;
- Enrollment Committee Report;
- Citations Adopted;
- Announcements, including committee meetings and caucus meetings; and
- Adjournment.

The House Daily Action Report is a tool for tracking the movement of a bill at the end of each day's session. The information is concise, easy to read, and available within an hour upon adjournment. In contrast, the official record of the daily action is reported in the *Legislative Record*, which is not available until the next business day.

Engrossing and Enrolling

The Engrossing and Enrolling (E&E) section of House Clerk Services is concerned with the paperwork that is essential to keeping up with each bill after it is introduced, including action on each bill, preparation of amended versions of a bill, communications between chambers, and

preparation of the final copy of a bill for delivery to the Governor or the Secretary of State, when applicable.

According to *Mason's Legislative Manual*, Section 735, Subsection 2, "An engrossment is a proofreading and verification in order to be certain that the bill before the house is identical with the original bill as introduced with all amendments which have been adopted correctly inserted...." In Section 738, Subsections 1. and 2., *Mason's* states, "An enrolled bill, in legislative parlance, is a reproduction or copy of the identical bill passed by both houses. After passage, a bill is enrolled, authenticated by the signatures of the presiding officers and chief legislative officers of both houses, and presented to the Governor for signature." *Webster's Dictionary* defines enrollment as the preparation of "a final perfect copy of a bill...in written or printed form."

Below is a step-by-step description of the flow of a House bill as it moves through the legislative process and the role of E&E in tracking the bill and completing the required paperwork.

Travels of a House Bill

1. Seven jacketed copies of the bill are numbered, lettered (A, B, C, D, E, F, G), and dated by the Introduction Clerk when the bill is received from the legislator (see Appendices).
2. The bill is read on the floor by number, title, and sponsor, which constitutes its introduction. The "B" copy of the bill is pulled by the Assistant House Clerk and brought in a basket to LRC, Room 300. The "A" and "C" copies of the bill go to E&E with the minutes, which are brought from the floor by a House Page. "D, E, and F" copies of the bill are placed in baskets on the House floor for the press, and the "G" copy goes to the Committee on Committees.
3. The "C" copy of the bill is the working copy and is filed in the Committee on Committees drawer as it is introduced. The "A" copy is filed in a drawer labeled "'A' Copies" until the House acts on the bill.

After the "B" copy is brought to the LRC in Room 300, *Legislative Record* staff prepares a worksheet (see Appendices) that shows the bill request (BR) number, bill number, sponsors, and date of introduction. Three copies of the worksheet are made. One copy is sent to Bill Processing for use in pulling bills for the *Record*, one copy goes to staff responsible for preparing bill covers, and one copy goes to staff responsible for bill summaries. The information on the worksheet is used in the preparation of bill covers. Only names of legislators who have signed the printed bill jacket go on the printed bill cover. Once the cover is ready, the original bill printout is pulled from a file, attached to the cover, and sent to the LRC print shop.

4. The Committee on Committees refers House bills to the appropriate standing committees. When referral is noted in the House Minutes, the "C" copy of the bill is marked with the proper committee, dated, and filed numerically in the particular committee drawer. The "C" copy stays in the committee drawer until it is acted on by the committee. The "C" copy is not

taken to meetings of the standing committees. Printed copies of the bill are used by the standing committee in its considerations.

5. When a bill is reported out of committee, the committee assistant delivers the original and one copy of the Report of Committee/Roll Call Voting and the original and six signed and dated copies of each committee amendment to E&E. The committee assistant pulls the “C” copy from the proper committee drawer and attaches the above to the “C” copy. The copy of the Report of Committee/Roll Call Voting is placed in a basket for the Speaker’s office, along with a copy of each amendment. One copy of each committee amendment is forwarded to the Amendment Clerk, to be recorded and filed. Two copies of each amendment are forwarded to the Journal Clerk, and two copies are forwarded to LRC staff. E&E prepares an in-house Report of Committee, which is a list of all bills reported out of each committee. This report reflects committee amendments, committee action, and previously adopted amendments, which are noted in parenthesis (see Appendices). The Report of Committee is delivered to the House floor and to the House Clerk Services offices that use this information.

When Reports of Committees comes up in the regular Order of Business, the report is read, and the bill has its first reading. The bill is dated and the first reading noted on the bill jacket of the “C” copy by E&E staff. All attachments are folded and placed inside the “C” copy. The bill is filed numerically in the “Second Reading” drawer. At this point, a bill is proofed by the proofing staff, using the printed copy against the “A” copy, to ensure the printed copy is identical to the introduced copy. Bills are proofed for technical errors, not content. Two proofed, printed copies are filed for the Engrossing Clerk and two proofed, printed copies for the Journal Clerk. Proofed copies for the Journal Clerk are filed in the Journal Clerk’s file. The proofing staff will note technical corrections on all proofed, printed copies, even if Bill Processing has already received authorization from the Statute Reviser to make technical changes. Pink slips identify technical corrections and typographical errors. These slips are filed with the “A” copy of the bill.

6. In most cases, a bill will receive its second reading on the next legislative day. The Assistant House Clerk prepares a list of the bills that will receive their second readings to be reported during session.
7. After second reading, E&E notes the second reading on the “C” copy and moves the “C” copy to the “Rules Committee” drawer. If the Rules Committee recommit a bill to the same or another committee, the date and the committee are indicated on the jacket of the “C” copy and the “C” copy is placed in the proper committee drawer. (A bill sent back to committee after being reported on the floor is a recommitted bill and will go directly to Rules after it comes out of committee the second time and obtains its Report of Committee reading on the floor.) When the committee assistant files the committee report for a recommitted bill, the word “Recommitted” is written at the top of the report. When the report comes back to E&E from the floor, the date is written on the jacket of the “C” copy in the space marked “Return to Rules.”

8. The Rules Committee reports out the House bills to be posted for passage, which are placed in the “Orders of the Day” drawer after being dated on the bill jacket. The bills are filed numerically, but are reported on the floor in the order in which they are posted by the Rules Committee. The Assistant House Clerk takes all bills in the “Orders of the Day” drawer to the floor prior to each day’s session.
9. When a bill has been acted upon in the House, it is brought to E&E with the minutes. All actions on the bill are then recorded on the jacket of the “A” copy to correspond with the “C” copy. If a title amendment has been adopted, the title needs to be changed on both jackets.
 - a. If the bill passes without amendment, the “A” copy is signed by the Chief Clerk and it is taken to the Senate with one proofed, printed copy (the proofed, printed copy becomes the Senate’s “C” copy) in a Senate Message listed in the “House Clerk to Senate Clerk” book. The Senate must be in open session for this action. One proofed, printed copy is placed in LRC’s basket and taken to Bill Processing, and a General Assembly (GA) copy of the bill is generated. Should the proofed, printed copy reflect technical corrections, the copy is taken to LRC staff responsible for proofing. In most cases, Bill Processing has already received authorization from the Statute Reviser to make technical corrections, but this process assures that all necessary changes have been made. Any amendments that have passed will be incorporated into the GA copy. See subsection (c) below for detailed procedure. A “GA” will be inserted after the BR number in the upper right hand corner of each page of the bill. The GA printout, generated from Bill Processing, is given to the Bill Cover staff person, who generates one copy and prepares the GA cover sheet. The GA cover sheet is attached to the printout and delivered to the print shop for duplication. The Bill Cover staff person adds the GA cover sheet and signature page to the copy, runs six pink copies of the GA version of the bill, and returns three of these to the LRC Proofing Supervisor. The other three pink copies are sent to the Statute Reviser (see Appendices).
 - b. When a committee substitute is adopted by the House, it takes the place of the bill. The words “Committee Substitute to HB 00” are stricken from one printed copy and the “A” and “C” jackets. All information is transferred to the “A” and “C” copies of the committee substitute, including the title amendment, if adopted. The “A” and “C” copies of the committee substitute follow the usual flow of a House bill to the Senate (see subsection (c) below). The “A” copy of the original bill is placed inside the “C” copy of the committee substitute and filed in the “Bills to Senate” drawer.
 - c. If a bill passes with amendments, including a committee substitute, the Engrossing Clerk will prepare a folder by bill number for the LRC Engrossing staff. When the House minute sheet and the “C” copy are received from the House floor, the Engrossing Clerk notes the action on both “A” and “C” jackets and pulls one proofed, printed copy from the file. The E&E Clerk then pulls the passed amendments and marks in the margins of the proofed, printed copy where the amendments are to be inserted. The marked copy and the amendments are put in the prepared bill folder, noted in the “House Clerk to LRC” book, and taken to LRC for computer engrossing. LRC staff signs the “House Clerk to LRC” book. The “A” and “C” copies of the bill are banded together and put aside. The

LRC Engrossing or Cover Sheet staff takes the bill folder to Bill Processing for computer engrossing. A GA printout is generated and filed inside the bill folder from E&E. This folder is placed in a “proofing” basket for LRC staff. After proofing, the folder is given to the Bill Cover staff and E&E is notified. The E&E staff runs four unstapled copies of the GA printout. The original printout and one copy go to the Bill Cover staff (see 9 (a) above). Three copies are placed in the same bill folder and taken to E&E. The “A” copy isunjacketed and marked “old A” in the top right corner. The “C” copy isunjacketed and recycled. The “A” and “C” jackets are then placed on the two GA copies. The old “A” copy is placed inside the “C” jacket, along with the marked copy that was used by Bill Processing. These are filed numerically in the “House Bill to Senate” drawer. The newly engrossed “A” is jacketed, with any notes that are applicable, and signed by the Chief Clerk. It is taken to the Senate with one engrossed copy (the Senate’s “C” copy) attached. These are delivered during open session as a House message listed in the “House Clerk to Senate” book (see Appendices).

- d. The “C” copy of any bill that has been laid on the Clerk’s desk or tabled will be taken to the floor each day prior to the session, in case the bill is called for further action.
 - e. If a bill is tabled, action is noted on the “A” jacket and it is filed back in the “‘A’ Copy” drawer.
 - f. If a bill is laid on the Clerk’s desk, that action is noted on the “A” jacket and it is filed in the “‘A’ Copy” drawer.
 - g. If a bill is withdrawn on the floor, the action is noted on the “A” and “C” jackets and they are banded together and filed in the “Withdrawn” drawer.
 - h. If a bill is defeated, the action is noted on the “A” and “C” jackets, and they are banded together and filed in the “House Bills Defeated” drawer.
10. A House bill goes through the same procedure in the Senate. When it is returned to the House (“A” copy), it is treated as follows:
- a. The pink copies are proofed against the “A” copy to be sure all pages are present and in order.
 - b. A bill returned from the Senate (without amendment) is enrolled. Three receipt slips are prepared: one for the House Enrolling Chair, one for the Senate Enrolling Chair, and one for Delivered to the Governor (or the Secretary of State, where applicable). First, the House Enrolling Committee announces to the House Enrolling Chair in open session that the bill has been examined and found to be in order and is ready to be signed, and one pink copy of the bill is signed by the Speaker and the Chief Clerk. It is then taken to the Senate Enrolling Committee and signed by the President of the Senate in open session. The bill is then delivered to the Governor’s office (or to the Secretary of State, where applicable). The “A” copy is filed in the “House Bills to Governor” drawer numerically

with the “C” copy. After a bill has been enrolled and delivered to the Governor’s office, pages from the appropriate books are copied and distributed as follows:

“House Enrolling Clerk to Chair, House Committee on Enrollment” book:

- One copy to Chief Clerk;
- One copy to LRC; and
- One copy to Journal Clerk.

“House Enrollment Clerk to Chair, Senate Committee on Enrollment” book:

- One copy to Chief Clerk;
- One copy to LRC; and
- One copy to Journal Clerk.

“House Clerk to Governor” book:

- One copy to Chief Clerk immediately upon delivery;
- One copy to House Minutes Clerk—the date and time of the delivery are reflected in the House Minutes;
- One copy to LRC; and
- One copy to Journal Clerk.

Bills proposing constitutional amendments do not go to the Governor, but are delivered to the Secretary of State, and the “A” copy is filed in the “House Bills to Secretary of State” drawer numerically with the “C” copy. The Secretary of State also receives bills that are passed over a Governor’s veto (see Appendices).

- c. When a House bill comes back from the Senate in a message with a Senate amendment, it must be voted on again. The original letter and eight copies, along with the original amendment and eight copies, are sent up in a basket from the House floor. The Chief Clerk retains one copy for immediate distribution to leadership offices. One copy of the Senate letter and the attached amendment is given to the Amendment Clerk for distribution (see section titled “Amendments”). Two copies of the letter go to the Journal Clerk, and two copies of the letter go to LRC. The “C” copy is pulled from the “House Bills to Senate” drawer and Senate action is copied from the “A” copy, put in a folder, and filed in the “House Bills w/ Senate Amendments” drawer. (All corresponding letters are filed with the “C” copy in this folder.) One copy of the Senate letter with the attached amendment and the original bill (“A” copy) are given to the Assistant House Clerk to be taken to the floor at the appropriate time.

If the House concurs in the amendment, the Engrossing Clerk identifies the amendment to be incorporated in the margin of the pink copy. The pink copy and the amendment are put in another folder, by bill number, and taken to the LRC Engrossing or Cover Sheet staff, at which time LRC signs the “House Clerk to LRC” book. The LRC Engrossing or Cover Sheet staff takes the folder, which includes the bill, amendments, and letter, to Bill Processing to be computer engrossed. The LRC Bill Processing staff generates one printout (engrossed, or EN, version), which is filed inside the bill folder from E&E. The folder is placed in a “proofing” basket for LRC staff. After proofing, the folder is

delivered to the Bill Cover staff and E&E is notified. E&E runs three copies of the computer-engrossed bill. One copy is placed inside the bill folder and is taken to the E&E office. E&E pulls the proper bill folder from the proper file drawer and removes the old “A” jacket and attaches it to the new “A” copy generated from Bill Processing. The old “A” is folded inside the “C” copy and filed with the new “A” in the proper bill folder awaiting the green copies (ENs). The original printout and one copy (not stapled) go to the Bill Cover staff person, who attaches an EN cover sheet and signature sheet to the original printout and runs six green copies: three green copies (EN versions) go to E&E to be filed in the “House Bill to Governor” drawer, and three green copies go to the Statute Reviser. The bill is enrolled according to the process outlined above (see Appendices). The Bill Cover staff attaches an EN bill cover to the copy of the bill and sends it to the print shop. If the House does not act on the bill, all originals, pinks, and greens are retained by E&E until the next session.

- d. If the House does not concur with the Senate amendment, the bill is sent back to the Senate with a letter requesting the Senate to recede. If the Senate refuses to recede, to ensure proper enrollment, the bill is kept in the Senate E&E office until a Conference Committee Report is adopted and final passage of the bill. Conference committees are appointed by the Committee on Committees of each chamber to discuss the disputed amendments and report to the respective bodies. If they still cannot agree, free conference committees may be appointed.

The Journal Clerk needs two copies of all letters to and from both houses concerning these conference committees. LRC gets one copy and the Assistant House Clerk Services Manager gets one copy. If the Conference or Free Conference Committee reaches agreement, the bill (“A”) is returned to the House upon final passage by the Senate. The E&E office pulls a proofed pink copy from the proper file and prepares another bill folder, which contains the Conference or Free Conference Committee Report, any previously adopted Senate amendments, and the pink copy identifying the amendments to be incorporated, and takes it to LRC for computer engrossing. The bill is engrossed, proofed, and enrolled according to the process specified in 10(c). Again, all bills are to be checked for any Senate amendments adopted and agreed to prior to the Conference Committee. (Copies of all corresponding letters are filed with the “C” copy of the bill.)

11. A Senate committee substitute (SCS) to a House bill must be voted on by the House and, if passed, takes the place of the original bill and follows the same process as any other bill amended in the Senate and concurred in by the House.

Resolutions

Resolutions fall into three categories: joint, concurrent, and simple. Joint resolutions have the force of law and are treated the same as bills. Concurrent resolutions are adopted by both houses and are sent to the Governor. Concurrent resolutions do not have to have three readings. The *sine die* resolution is a concurrent resolution but is not delivered to the Governor. Simple resolutions require adoption by only one chamber, and after adoption, they are filed in the “Resolutions Adopted” drawer. Adopted resolutions requiring that letters be written are usually

processed after they have been proofed and the necessary correspondence written over the signature of the Chief Clerk of the House. The jacket is marked with a letter “L” when the letter has been sent.

Joint or concurrent resolutions follow the same flow as a House bill. Simple resolutions, when introduced, go directly to the “Committee on Committees” drawer for any action by the committee. Pursuant to House Rule 65, the Committee on Committees will send a simple resolution that is substantive in nature to a standing committee. When a simple resolution is called on the floor and adopted, the “C” copy is placed inside the “A” copy and filed in the “Resolutions Adopted” drawer. It is important to see whether a resolution specified that letters are to be written and to determine that it is indeed a simple resolution. Simple resolutions are not sent to the Senate.

Travels of a Senate Bill

When a Senate bill is delivered to the House in a Senate Message, the bill and one proofed, printed copy are brought to E&E with the minutes from the House floor. A green jacket is typed to correspond with the “A” jacket of the Senate bill and the proofed, printed copy is attached to the jacket, which becomes the “C” copy (see Appendices).

The “A” copy (gray jacket) is filed in the “Senate Original” drawer; and the “C” copy (green jacket) is filed in the “Committee on Committees” drawer for referral. The Senate bill then follows the same process as a House bill until final passage.

When a Senate bill passes the House, the information is transferred from the “C” jacketed copy to the back of the “A” jacketed copy. The “A” copy is taken to the Senate in a Senate Message. If the House adopts an amendment to a Senate bill, it is returned to the Senate with the “A” copy, accompanied by a letter, with 10 copies of the letter and amendments attached. If the Senate refuses to concur, to ensure proper enrollment, the “A” copy is brought back to the House E&E office until concurrence. If the Conference or Free Conference Committee reaches agreement, the Conference or Free Conference Committee Report is adopted by the House and the bill is returned to the Senate, accompanied by a letter. The Senate Clerks follow the same procedure as outlined in 10(d).

A House committee substitute (HCS) to a Senate bill must be voted on by the Senate and, if passed, it takes the place of the original bill (see 10(c)).

When a House substitute to a Senate bill is adopted with amendments to the substitute, a letter is sent to the Senate to notify the members that amendments have been adopted. Senate Clerks follow the same procedure for computer engrossing as outlined in 10(c).

Amendments

All amendments are delivered to E&E for distribution. The original and six copies of the amendment that are signed by the sponsor are distributed as follows: original and one copy to

E&E; two copies to the House Journal Clerk; and two copies to LRC, Room 300. The Amendment Clerk is given the original amendment for duplication and distribution.

As reflected in the House Minutes, the Amendment Clerk records the amendments on a bill chart. Depending on the length of the amendment, the Amendment Clerk will either make the number of copies needed or take the amendment to the LRC print shop for duplication. The number of copies to be printed and distributed is as follows:

- **Two copies** are placed in a basket labeled “Majority Floor Leader,” to be delivered at the end of the day;
- **Two copies** are placed in a basket labeled “Speaker’s Office,” to be delivered at the end of the day;
- **Four copies** are placed in a basket in folders labeled “House Clerk’s Office,” to be delivered at the end of the day;
- **Seven copies** are placed in a basket labeled “Amendment Clerk’s File,” to be filed according to bill number and amendment number (HB 77 ca 4);
- **Thirty copies** are placed in a basket labeled “Public Bill Room,” to be delivered at the end of the day or upon duplication; and
- **Two hundred and fifty copies** are placed in a basket labeled “House Bill Room,” to be delivered at the end of the day or upon duplication.

The Amendment Clerk double checks the minutes to ensure that all amendments and letters have been processed and charted.

After duplication and distribution, the original committee amendment is filed with the “C” copy of the bill. The Amendment Clerk is responsible for filing the original floor amendment in a notebook for the Chief Clerk/Assistant House Clerk.

Letters from the Senate are duplicated on the fourth floor and distributed in the same manner, except that 150 copies are placed in a basket for the House Bill Room. Senate letters do not go in the bill books in the Annex.

Vetoed Bills

The Governor may veto a bill within 10 days of being presented the bill (Sundays excepted). The Chief Clerks of the House and Senate receive the enrolled bill with the attached veto message from the Governor’s Office. The bill and veto message are given to E&E and two copies are made. One copy is kept on file in E&E, one copy is given to the Amendment Clerk, and the original is filed in a basket for the Chief Clerk until action is taken. During the veto period, the E&E staff will make a note for the Chief Clerk on a basket labeled “vetoed bills” so that the date and time of receipt of the veto messages are reflected in the House Minutes upon convening.

The Amendment Clerk is responsible for distribution of vetoed bills and messages. Distribution is as follows:

- **Two copies** to the Journal Clerk;
- **Two copies** to all House Leadership offices;
- **Two copies** to LRC;
- **Four copies** to the Office of the Chief Clerk of the House;
- **Seven copies** for the Amendment Clerk's file;
- **Thirty copies** to the Public Bill Room;
- **One hundred and five copies** to the House Bill Room; and
- **One copy** to the House Clerk Services Manager and **one copy** to the Assistant House Clerk Services Manager.

If the House overrides the Governor's veto, a copy of the veto message is taken to the Senate with a letter informing the Senate of the action taken by the House. The same is true with Senate bills that have been vetoed. It is the responsibility of the Amendment Clerk to complete the proper distribution of Senate bills vetoed by the Governor, as outlined above. If a veto has been overridden, the bill may be re-enrolled before being taken to the Secretary of State's office.

PROOFING

The proofing operation, under House Clerk Services, entails reading for obvious mistakes and errors such as spelling, grammatical and typographical errors, and omitted or unintentionally repeated language. The proofers usually work in three teams of two, one reading aloud from the "A" copy of the bill while the other follows with a copy of the printed material. Three proofing rooms and six proofers are used.

House bills are proofed as they are passed out of committee. E&E provides the proofers and the LRC Proofing Supervisor with a list of daily committee actions, as reflected in the Report of Committees. This report indicates the bills that have passed out of committees. The LRC Proofing Supervisor pulls the "A" copy of the bill from E&E and four printed copies. The printed copies are provided by the House Bill Room and stored in file cabinets near Lobby G.

New language is read word-for-word. All existing language with no amendments is line-proofed, a process of confirming that the two versions (the jacketed bill and the printed copies) are identical by reading only the first word of each line, or the last word of each line. The KRS number and the enacting clause are always proofed.

Proofing Procedures

Bills Reported Out of Committee

- The LRC Proofing Supervisor pulls the "A" copy of the House bills listed on the Report of Committees and four printed copies.
- The "A" copy is read against four printed copies.
- The "A" copy of a committee substitute is read against four printed committee substitute copies. Printed copies of committee substitutes are not printed or available until the day after

they pass out of committee. House and Senate bills listed on the Report of Committees as passing out of committee with a committee substitute are noted and the committee substitutes are pulled the following day to be proofed.

- If no errors are found, two copies are placed in a folder and filed in the E&E office. The other two printed copies are delivered to the Journal Clerk. Any errors found are tagged on the printed copy. After all bills are proofed for the day, the LRC Proofing Supervisor reports these errors to the Statute Reviser, who determines whether corrections are in order and if “corrected copies” should be printed. The Statute Reviser initials each correction on two printed copies. One copy is marked “Bill Processing Room” in red on the front cover, and the second copy is marked “E&E” in red on the front cover. Corrections to be made in Bill Processing are marked on the front cover by page number and line number on both copies. The copies for the Journal Clerk do not require marked corrections.
- When the Statute Reviser determines that a typographical or technical correction is necessary, a pink slip is required. These procedures are handled by the Statute Reviser. Once the papers are completed and have the necessary signatures, the forms are delivered to the E&E office, where they are filed in the “A” copy of the bill.
- After the proofing process is completed, the Proofing Supervisor returns the “A” copy to its proper drawer in E&E.

General Assembly Bills

- Bills are proofed again after they pass the House. This time the “C” copy (and amendments, if applicable) is read against three pink printed copies. The pink color indicates that the bill has passed the House and is now a General Assembly (GA) bill.
- The LRC Proofing Supervisor receives the three pink printed copies from the LRC Bill Cover staff the morning after the bill is passed by the House.
- The LRC Proofing Supervisor pulls the “C” copy from its proper drawer in the E&E office.
- All other steps remain the same as those followed for bills reported out of committee. However, all three copies are filed in the E&E office. The Journal Clerk does not receive any of the pink GA copies.

House Resolutions

- House concurrent and joint resolutions are proofed in the same manner as bills reported out of committee as indicated on the Report of Committees provided by the E&E staff. The only difference in the procedure for resolutions is that the LRC Proofing Supervisor pulls five printed copies for the proofing staff. If a resolution includes instructions for the Chief Clerk to deliver a copy to someone, these instructions are cut from the fifth copy and attached to the front of the jacketed “A” copy.
- Simple resolutions may be referred to a committee, and those are proofed in the same manner as a House concurrent or joint resolution.
- Simple resolutions that are not referred to a committee are proofed the day after their adoption on the House floor.

General Assembly Resolutions

- When a concurrent or joint resolution passes the House, it is proofed again. The same proofing procedures are used for the pink copies of resolutions as those used for pink copies of bills.

House Committee Substitutes to Senate Bills

- House committee substitutes to Senate bills are proofed by House roofers when they are reported out of committee. This information is provided on the Report of Committees. The printed copies of House committee substitutes to Senate bills are not available until the day after being reported out of committee. Proofing procedures follow those for House committee substitutes to House bills.

Senate Amendments to House Bills Concurred in by the House

- A House bill that passes the Senate with amendments is proofed again upon concurrence. The pink copy and the Senate amendments are read against the green copy (enrolled version). All of the proofing procedures remain the same as with pink copies (GA).
- The LRC Proofing Supervisor receives four green printed copies from the Bill Cover staff following House concurrence to the Senate amendments.
- The LRC Proofing Supervisor pulls the pink copy and applicable Senate amendments from the E&E office.
- On the last working day of the session, the Proofers must wait for the green printed copies of the bills so they can immediately proof these last bills. The House waits to adjourn until these bills are proofed so the bills can be enrolled and sent to the Governor prior to the veto days.

House Bill Room

The House Bill Room is under the supervision of House Clerk Services. A full-time LRC employee associated with House Clerk Services acts as the liaison with the GA employees who staff the House Bill Room. There are team leaders who have some supervisory responsibilities for the GA employees. Approximately 10 GA employees staff the House Bill Room.

Each day, the House Bill Room is responsible for collating and distributing to House Leadership, House members (upon request), House Clerk Services, the Chief House Clerk, and the LRC Library the following: House bills, House resolutions, House committee substitutes, General Assembly copies of Senate bills and resolutions, amendments, notes, vetoed bills, and conference committee bills (see Appendices).

Each day, the House Bill Room Team Leader compiles a list from the House Minutes of new introductions, amendments, and General Assembly copies of Senate bills, Senate committee substitutes, and Senate resolutions. This list is used to check against those delivered by the LRC print shop to the House Bill Room. Amendments are delivered by the Amendment Clerk, and the Team Leader signs for each amendment. Fiscal statements are delivered to the House Bill Room by the House Clerk Services Supervisor. Bills and amendments are then collated in sets numerically for distribution in the Capitol and the Annex.

Two full sets of bill books, compiled from the Orders of the Day, are maintained daily and kept in the House Bill Room, in case of an emergency. With the implementation of the computerized bill books on the members' desks, there are now only eight sets of chamber bill books maintained by the House Bill Room staff; six are for the press and two are kept along the walls in the back of the chamber for members' use.

The House Bill Room employees are responsible for pulling bills and amendments referred by the House Committee on Committees and recommitted bills for House committee assistants. These bills and amendments are labeled by committee and placed on a bookcase near Lobby G. This delivery is made immediately upon adjournment after the minutes have been checked for any reassignments or for the recommitment of any bills. Distribution to the committee assistants is made after HCS staff have attached any other documents and information to be delivered to the assistants.

The House Bill Room employees are responsible for keeping daily files on all amendments and notes. All amendments are collated and sent to Budget Review staff, upon request.

In order to keep bill books correct, it is important that the House Bill Room staff be informed of all current information regarding the status of bills. The *Legislative Record*, House referrals, House Rules, committee reports, Orders of the Day, House Minutes, and the House Daily Action are all references available and distributed to the House Bill Room.

Materials in the House Bill Room are retained for use during the interim. The House Bill Room staff will report in December prior to session to discard old materials and to organize the prefiled bills. When the General Assembly returns after the veto days, the House Bill Room staff distribute 105 copies of any veto messages to the members on the House floor.

CHAPTER III

JOURNAL PREPARATION

Preparation of the *House and Senate Journals*

Section 40 of the Kentucky Constitution requires that each chamber of the General Assembly maintain a daily journal of its proceedings. The Journals are the official record of the General Assembly's daily legislative activities and are both a legal and historical document. Rule 30 of the Senate Rules of Procedure assigns the task of maintaining the Senate Journal to the Clerk of the Senate. However, Rule 30 of the House Rules of Procedure states that the Legislative Research Commission shall maintain the House Journal. The full session's Journals of each chamber are approved and signed in open session by the elected presiding officer prior to *sine die* adjournment. The Journals approved at this time have not been through the final editing process by LRC staff

Various sections of the Kentucky Constitution, and the Senate and House Rules, specify entries in the Senate and House Journals. The Constitution requires that the Journals reflect:

- The votes of members on any question, if requested by two members of the elected body (Section 40);
- The votes of the members on bills (Section 46);
- Justification for the enactment of emergency legislation (Section 55);
- The Governor's veto messages (Section 88);
- Proposed constitutional amendments and the vote of the members thereon (Section 256); and
- The call for a Constitutional Convention and the votes of the members thereon (Section 258).

Both Senate and House Rule 30 require that each Journal also note all questions of order, together with their disposition, and the dates upon which all bills and resolutions were sent to committee and returned to each chamber.

The House and Senate Rules further require that the Journal of the preceding daily session be available on the Clerk's desk at least half an hour before the fixed convening hour for approval on that day. In fulfillment of that requirement, the Journal Clerks send only the unedited text of each day's Journals to the chamber floor for approval. Any inserts alluded to therein are available in the respective Journal offices for inspection at any time and may be delivered to the floor if needed. The reading and approval of the Journal is the fourth order of business in both the Senate and House. The usual motion is that "the reading of the Journal be dispensed with and the same be approved." However, the body may call for the reading of the Journal at any time.

Journal Text

Journal Clerks in the Senate and House prepare the daily Journals of each chamber with the help of one or more assistants. The text of the House Journal is written in past and past

perfect tense. The text of the Senate Journal is written in present and present perfect tense. The composition of both Journals follows the Order of Business of the respective chambers as reflected by the official minutes of each. While the daily sessions of each chamber are in progress, the Senate and House Journal Clerks start receiving official documents relating to the actions in the respective chambers on that day. The House Journal Clerk office receives minutes, bills, resolutions, amendments, citations, roll calls, committee reports, posting forms, co-sponsor and vote change forms, and bill withdrawal forms from the House floor through the House Enrolling and Engrossing Office (E&E). The Assistant House Clerk sends absentee forms indicating House members who are absent to the Journal office. Except for the posting forms, which are not applicable in the Senate, the Senate Journal Clerk office receives the Senate version of these documents from the Senate Clerk. All documents are checked against the minutes sheets to see that action on the floor is accurately recorded. The House Journal Clerk maintains co-sponsor, absentee, vote change, roll call, and bill withdrawal forms in the Journal office. With the exception of absentee forms, the Senate Journal Clerk maintains the Senate version of the same forms in the Journal office.

The House and Senate Journals reflect the following headings, all of which are in bold print and centered. Most items of business before the General Assembly will come under one of these headings.

HOUSE

- Introduction of Bills and Resolutions;
- Reference of Bills and Resolutions;
- Posting of Bills and Resolutions for Consideration;
- Report of Committees;
- Rules Committee Report;
- Calendar;
- Consent Calendar;
- Motions, Petitions, and Communications;
- Orders of the Day;
- Floor Amendments;
- Consent Orders of the Day;
- Announcements;
- Adjournment;
- Report on Enrolled Bills and Resolutions;
- Recess;
- Joint Session;
- Senate Message;
- Message from the Governor; or
- Adjournment.

SENATE

- Introduction of New Bills and Resolutions;
- Reference of Bills and Resolutions;
- Report of Committees;
- Calendar;
- Consent Calendar;
- Motions, Petitions, and Communications;
- Recess;
- Orders of the Day;
- Consent Orders of the Day;
- Rules Committee Report;
- Report on Enrolled Bills and Resolutions;
- Reporting of Floor Amendments;
- Joint Session;
- House Message;
- Message from Governor; or
- Adjournment.

The Call to Order, Invocation, Roll Call, and Reading and Approval of the Previous Day's Journal are also part of the Order of Business in each chamber, but are not bolded and centered in the Journal.

Inserts to each Journal are handled in the following manner:

1. Bills and resolutions are inserted in their entirety when they are given a first reading. One, printed, proofed copy of Senate bills and two printed, proofed copies of House bills are brought to the respective Journal offices. GA copies of bills and resolutions of the opposite chamber are secured from the Bill Room of the respective chamber and do not need to be proofed.
2. Simple resolutions adopted without readings and Legislative Citations are inserted in their entirety at the time of their adoption.
3. Committee substitutes are inserted at the time they are reported out of committee in the Order of Business of Report of Committees. One printed, proofed copy of committee substitutes in the Senate, and two in the House, are received from proofreaders in the same manner as the original bill.
4. Committee amendments are inserted at the time they are reported out of committee in the Order of Business of Report of Committees. The Senate Journal office receives one copy, and the House Journal office receives two copies, from their respective E&E offices.
5. Floor amendments are entered in the Senate Journal at the time they are introduced in the Order of Business of Introduction of Floor Amendments. Floor amendments are inserted in mass in the House Journal after the Orders of the Day. One copy is delivered to the Senate Journal office, and two copies to the House Journal office from their respective E&E offices.
6. The outcome of all roll calls is recorded immediately following the action on the floor. Roll calls are inserted from an electronic file in the appendices. They are listed in numerical and chronological order by the type of legislation (i.e. bill, resolution, or citation).
7. Conference committee reports, free conference committee reports, communications from the opposite chamber, messages from the Governor, and any items requested to be spread upon the Journal are sent to the House Journal office by E&E, and to the Senate Journal office by the Senate Clerk.
8. Amendments or committee substitutes to bills or resolutions of the opposite chamber are inserted in the House Journal at the time they are considered for concurrence, but not in the Senate Journal unless adopted. The respective E&E offices deliver amendments attached to letters sent to the opposite chamber to the Journal Clerks.

Journal Wording of Floor Actions

The following language is used to denote floor action in the Senate and House Journals:

- Amendments are numbered.
- Bills are passed or defeated.
- Motions are adopted or rejected.
- Simple resolutions adopted without roll calls are agreed to or rejected by voice vote.
- Other resolutions are adopted or defeated upon roll call.
- When a member requests and receives permission from the floor that a vote be changed, a statement to that effect is recorded in the Journals. However, the original roll call is never changed to reflect this action. Authorization for the vote change is recorded at the time it takes place on the floor, and the action is indexed in the Journals in the Roll Call Appendix as “Voting Modification.”
- A member’s request to add his or her name as a co-sponsor of bills and resolutions is handled similarly to voting modifications. The Journals note the permission granted by the members of the House or Senate to co-sponsor, but the original bill is not changed to reflect this action.
- The Speaker and the President are referred to by title only.
- References in the text of the Journal to the standing committees are written as “the Committee on Agriculture and Natural Resources”; not the “Agriculture and Natural Resources Committee.”

Daily Journal Procedures

Errors or omissions in the handwritten minutes taken by the Minutes Clerks should not be corrected in the typewritten copy of the Journal until the Minutes Clerk has first corrected the handwritten copy of the minutes. The House Clerk Services Manager in the House, the Senate Journal Clerk, the Senate Clerk, and LRC staff responsible for preparing the *Legislative Record* are notified of the revisions. The text of the Journals is proofed against the minutes, relevant documents, and against the *Record* the following day.

The House Journal Clerk prepares four copies and two sets of inserts, and the Senate Journal Clerk prepares four copies on one set of inserts for the following purposes:

In the House

- **One copy** of the text, plus two copies of inserts, are kept in daily file folders in the House Journal office;
- **One copy** of the text is delivered to the Chief House Clerk at least one hour before each day’s session;
- **One copy** of the text is delivered to the House Minutes Clerk at least one hour before each day’s session; and
- **One copy** of the text is put in the folder marked “For LRC Staff.” These are subsequently delivered to LRC staff for editing.

The original copy is retained as a working copy and kept on the House Journal Clerk's desk to refer to when preparing the next day's text and at other times throughout the session.

In the Senate:

- **An electronic copy** of the text is kept in the Senate Journal Clerk's office;
- **One copy** is delivered to the Senate Clerk's office, then made available in the Senate chamber at least one hour before each day's session; and
- **One copy** is delivered to the Assistant Journal Clerk for proofing and editing.

Proofed copies of the Journals are delivered to the Senate Clerk for subsequent delivery to LRC staff for final editing.

Post-Session Journal Activities

LRC's statutory responsibility under KRS 57.151 to print and distribute correct Journals to the General Assembly is coordinated by the Director's Office. LRC staff edit both Journals against the official minutes of each chamber for the accuracy of the order of proceedings and all recorded motions, points of order, actions on bills and resolutions, and official communications between the chambers and with the Governor. The edited drafts are then returned to the Journal Clerks for either an explanation of the entries in question or corrections to the text in the database. Upon approval of the final edits by the Director's Office, the Journal Clerks electronically incorporate the referenced inserts into the text and forward them to designated LRC staff to prepare the subject indices and history tables.

Subject Index

The first step in preparing the Senate and House Journal subject index is to obtain two electronic copies of the subject index from the final action edition of the *Legislative Record* for the pertinent session. One printout will be used for the subject index for the Senate Journal and the other will be used for the House Journal. Certain information is electronically deleted to reflect the actions of either the Senate or the House on each piece of legislation introduced during the session. Other information is edited to reflect only the material pertinent to the particular chamber for which it will be used. The editorial process includes manually adding and deleting material.

The subject index has a heading for all constitutional officers, legislative citations, and important session activities such as the State of the Budget, State of the Commonwealth, and State of the Judiciary addresses. Information is electronically recorded in the subject index for legislative citations and other session material and is obtained by reading through the text of each Journal day. Also included in the subject index is a list of bills by sponsor, taken from the "Bills and Amendments by Sponsor" list of the *Legislative Record*.

History Tables

The information for the History Table of bills is compiled by reading the text of each Journal day and electronically recording the page number where any action occurs for each bill and resolution. While reading through the Journal text, any necessary corrections, such as omissions or typographical errors, are made electronically. The following supplemental reference materials are necessary for working on the History Table of bills:

1. A copy of the handwritten minutes taken on the chamber floor by the Minutes Clerk of each house for every legislative day;
2. Access to the electronic Journal entries compiled by the Senate and House Journal Clerks;
3. Access to the electronically stored bills, resolutions, and amendments within the LRC computer system;
4. A copy of the forms signed by legislators to co-sponsor bills and to change the record of their voting;
5. A copy of legislative citations;
6. A copy of the roll calls for each house;
7. Two separate copies of the final legislative action for each chamber from the *Legislative Record*; and
8. The Journal from a previous session for use as a guide (on file in the LRC library).

CHAPTER IV

FISCAL STATEMENTS

The Legislative Research Commission is responsible for the fiscal analysis of five categories of legislation. Required either by statute or House or Senate Rule, fiscal statements are prepared on legislation affecting the financial liability of any of the state's public retirement systems (actuarial analysis); the population of a state correctional system or facility (corrections impact); the state's revenues or expenditures (fiscal notes); the benefits or coverage of health insurance plans (health benefit mandates); or the revenues or expenditures of local governments (local mandates).

The fiscal statement process begins with a bill drafter identifying the bill as one requiring a fiscal analysis. Senior staff then verify the identification, and the bill is forwarded to an office within LRC, which is charged with coordinating the preparation and distribution of the fiscal statements. Three of the fiscal statements are "farmed" out to executive branch agencies: actuarial analyses to the various retirement systems, corrections impacts to the Department of Corrections, and health mandates to the Department of Insurance. The remaining two fiscal statements, fiscal notes and local mandates, are prepared by LRC staff.

Upon completion of the fiscal statement, the coordinating office forwards a copy to the bill's sponsor and embargoes further dissemination until the bill has been introduced. Upon introduction, the bill is identified in the *Legislative Record* as requiring a fiscal statement. Copies of the fiscal statement are forwarded to other interested parties, including the legislative committee to which the bill has been assigned, the Clerk of the chamber in which the bill was introduced, and the legislative leadership of both chambers. An electronic copy of the fiscal statement is entered into the Electronic Bill Book System for access by legislators, and into LRC's Website where it is available to the public. Fiscal statements are revised when a committee substitute to the original bill is adopted by the committee of record and when a bill is passed by the house of origin and sent to the other chamber.

Fiscal statements are structured to do more than just provide an estimate of the monetary impact of the proposed legislation. Fiscal statements also state the who, what, how, and, occasionally, the why of the proposal—information that is helpful to the state's policymakers in putting the provisions of the bill into their proper context.

To emphasize the importance of fiscal statements in the legislative process, the General Assembly, by law and rule, has set limits on the progression of affected legislation until the appropriate statement has been prepared and "attached." For example, bills requiring an actuarial analysis or a health benefit mandate cannot be reported from a legislative committee unless the bill is accompanied by the analysis. Bills requiring a health benefit mandate or local mandate cannot be voted upon by either chamber until the financial impact statement is attached. Senate Rule prohibits a measure for which a fiscal statement is required from being placed on the Orders of the Day until the fiscal statement is prepared and attached.

In any case where a fiscal analysis is indicated, the chair or a majority of the standing committee to which the bill has been referred can require the preparation of a fiscal statement prior to final committee action. A majority of the members of a chamber can require that a fiscal statement be attached to any bill on the Orders of the Day.

Fiscal analysis of amendments are also addressed in law and rule. Amendments that contain a health benefit mandate cannot be acted upon by either a standing committee or a legislative chamber until a fiscal statement has been prepared and attached. Senate Rule requires that a fiscal statement be prepared for any amendment proposed from the floor that relates to fiscal matters. Senate Rule prohibits action on the bill to be amended, as well as on the amendment, until the fiscal statement is prepared and attached.

CHAPTER V

COMMITTEE ASSISTANTS

Standing Committee Procedure

During the session, each House member is appointed to several of the 16 standing committees, and each Senate member is appointed to several of the 11 standing committees. LRC committee staff and a committee assistant are assigned to handle activity involved for each standing committee. The committee assistant is responsible for the secretarial duties associated with the standing committee to which he or she is assigned. Templates are used by committee assistants for the preparation of necessary forms.

Notebooks

The committee assistant assigned to each House or Senate standing committee is responsible for keeping a three-ring binder for each committee member and LRC staff. The binders are to contain all bills and resolutions that have been referred to that particular standing committee. In addition to the binders for legislators and staff, the committee assistant keeps a separate three-ring binder with the proper forms, as discussed below. Binders and carts or cases are delivered to each committee assistant prior to the beginning of session so that the binders can be updated and transported to and from committee meetings. If additional binders are needed, committee assistants should contact the Business Office. If additional nameplates are needed, Maintenance and Inventory should be contacted.

The front of the committee assistant's notebook should contain a Bill Log form to be updated daily by the committee assistant. This form shows a list of bills that have been referred to the standing committee, sponsors of the bills, date they were referred, date they were posted (House only), fiscal statements (fiscal note, local mandate, corrections impact, actuarial analysis, or health mandate analysis), and standing committee action.

Bill Referrals

When a bill or resolution is referred to a House standing committee, House Clerk Services completes a House Referral (see Appendices) form for the committee assistant of that standing committee. This same form is used to communicate to the committee assistant any bills that have been reassigned, recommitted, posted for consideration, withdrawn from consideration, or had other relevant floor action. House Clerk Services checks with each committee assistant for the exact number of bills needed for the committee notebooks and relays this information to the House Bill Room. The House Bill Room compiles the specified number of referred bills for each standing committee, which will be delivered to the committee assistant upon adjournment. *(Copies of bills are **not** to be picked up from the table outside Lobby G; if immediate delivery is necessary, contact House Clerk Services.)*

When a bill or resolution is referred to a Senate standing committee, each committee assistant must check the Senate Daily Action (see Appendices) e-mailed to all staff for those referrals. This same document also indicates bills that have been reassigned, recommitted, withdrawn from consideration, or had other relevant floor action. The Senate Clerk checks with each committee assistant for the exact number of bills needed for the committee notebooks and relays this information to the Senate Bill Room. The Senate Bill Room compiles the specified number of referred bills for each standing committee, which will be delivered to each committee assistant upon adjournment.

Posting Requirements (House only)

Once a bill has been referred, the House standing committee chair must post the bill (making it possible to bring the bill before the standing committee for consideration by the members). The Committee Posting form is obtained from the House Clerk and is completed by the chair only. Once the form is completed and filed with the House Clerk, House Clerk Services informs the committee assistant of committee postings and posting waivers through communication on the House Referral form. The bill must be posted for three days before action may be taken by the standing committee, unless the three-day posting requirement is waived. The day the bill is posted is considered the first day, and the bill may be considered on the third day. A recommitted bill referred back to the same standing committee does not need to be posted again. (**Note:** The three-day posting requirement begins the same day it was read into the minutes on the floor; the House Referral form may be consulted for the correct date.) When in doubt if a bill has been posted or if it has been three days, contact House Clerk Services.

The sponsor of a House bill or floor manager for a Senate bill may request that a bill be posted for consideration by completing a Request for Posting form. This form is obtained from the committee assistant. If the form is filed with the House Clerk, it is sent to the committee assistant (through the House Referral) for proper distribution. If the form is filed with the committee assistant, he/she makes proper distribution upon receipt.

Pre-Meeting Preparation

The following are forms that should be prepared in advance (see Appendices):

- Bill Log (updated daily);
- Report of Committee for each bill/resolution;
- Roll Call;
- Amendment Roll Call;
- Guest List;
- Blank Request for Posting (House only); and
- Blank Request for Consent Bill (House only).

Once a committee assistant knows of bill referrals (either through the House Referral form or from the Senate Daily Action), the committee assistant will fill in the information on the Bill Log and prepare a Report of Committee form to be attached to each bill and filed in the appropriate place in the committee assistant's notebook.

If a bill has a fiscal statement (fiscal note, corrections impact, local mandate, actuarial analysis, or health benefit mandate), a copy will be sent to the appropriate committee assistant by the fiscal statement distributor. A copy of each statement should be attached to the bill in each member's notebook.

Once the standing committee chair determines the bills to be taken up at the next meeting, the committee staff administrator will have the committee assistant type an agenda listing bills that will be considered (see Appendices) to distribute to the members and staff. The agenda may be inserted in the notebook or clipped to the front of the notebook along with the nameplate. *(For House standing committees, this gives the committee assistant an opportunity to check the bills listed for consideration against the Bill Log to determine whether the posting requirement of three days has been met. If not, the committee staff administrator should be informed so he/she can contact the chair and let him/her know that no official action can be taken on the bill that has not met the three-day posting requirement.)*

At the time the agenda is prepared, the committee assistant will also prepare the necessary memoranda notifying sponsors, agencies, and/or interested parties that the bill will be taken up in committee (see Appendices).

The Meeting

Prior to the beginning of a regular session, a committee meeting schedule is prepared. Each standing committee meets once a week and is assigned a specific day and time, along with a meeting room in the Annex.

At least a half hour before a committee meeting, the committee assistant should call the couriers to deliver the cart or case of notebooks to the meeting room. Before leaving for the meeting, the committee assistant should ensure that phones are covered until staff returns from the meeting.

Before the meeting begins, extra copies of the Agenda are placed on the podium at the door, along with a clipboard containing a Guest List where guests can sign in. By signing and filling out the appropriate portion of the Guest List, individuals wishing to testify indicate whether they are for or against a particular bill. The committee assistant will set up the chair's notebook and nameplate and check the recording equipment. Committee staff assist the committee assistant in handing out the notebooks (and any other handouts during the meeting). At the beginning of each meeting, the committee assistant calls the roll using the Attendance Roll Call form. The roll call form lists the members in alphabetical order, with the chair's name last.

When final committee action is taken on a bill, the committee assistant calls the roll, using the Report of Committee, marking how each member votes—yes, no, or pass. (As on the Attendance Roll Call form, the members are listed in alphabetical order, with the chair's name last.) In order for a bill to be passed out of committee, **a majority of members appointed to the standing committee (constitutional majority) must vote yes**. Committee amendments do not require a constitutional majority for passage (just a simple majority of those voting; most

amendment votes are done by voice vote; if a roll call vote is requested, use the Amendment Roll Call form.

A House standing committee may report a bill in one of the following ways:

1. With the expression of opinion that the same should pass;
check this line ONLY if a bill passes out clean (no substitute or amendments)
2. With the expression of opinion that the same should pass, with the committee amendment(s) _____ attached thereto;
check this line if a bill passes out favorably, with amendments (excluding title amendment)
3. With the expression of opinion that the same should pass, with committee title amendment _____ attached thereto;
check this line if a bill passes out favorably, with a title amendment (even if a substitute or other amendments are also passed)
4. With the expression of opinion that the same should pass, with the committee substitute _____ attached thereto;
check this line if a bill passes out favorably, with committee substitute (even if other amendments are also passed)
5. With the expression of opinion that the same should pass to Consent Calendar; or
check this line if a bill passes out favorably, unanimous vote, and a motion is made to place the bill on the Consent Calendar (also the Request for Consent Bill form needs to be signed by the sponsor agreeing/requesting the bill to be placed on the Consent Calendar)
6. With the expression of opinion that the same should not pass.
check this line ONLY if the motion is specifically that a bill should NOT pass; this line DOES NOT APPLY to a failed motion to pass favorably

If a House standing committee adopts an amendment, the committee assistant dates and numbers the amendment in order of committee passage. If a House standing committee adopts a title amendment, the committee assistant dates and numbers the title amendment in numerical order of passage with a "T" after the number.

A Senate standing committee may report a bill in one of the following ways:

1. Should pass;
check this line ONLY if a bill passes out clean (no substitute or amendments)

2. Should pass/Consent Calendar;
check this line if a bill passes out favorably, unanimous vote, and a motion is made to place the bill on the Consent Calendar
3. Should pass with the amendment(s);
check this line if a bill passes out favorably, with amendments (excluding title amendment)
4. Should pass with title amendment;
check this line if a bill passes out favorably, with a title amendment (even if a substitute or other amendments are also passed)
5. Should pass with the committee substitute; or
check this line if a bill passes out favorably, with committee substitute (even if other amendments are also passed)
6. Without expression of opinion.
check this line ONLY if the motion is specifically that a bill should NOT pass or the motion is that a bill should pass without expression of opinion; this line DOES NOT APPLY to a failed motion to pass favorably

A motion to pass a bill favorably that fails *only* means that the motion failed and the bill remains with the standing committee (in the House a copy of the Report of Committee for a bill with a failed motion goes to the Speaker's Office basket in E&E).

If a bill passes, the chair signs the Report of Committee after the committee assistant checks the appropriate box(es), indicating the standing committee's action, including committee amendments (see Appendices) (numbered consecutively as passed—House only), committee substitutes, and title amendments (see Appendices) (numbered consecutively as other committee amendments, with the letter "T" after the number to designate a title amendment – House only). In the Senate, the committee assistant must also sign the Report of Committee. Before the report is hand-delivered to House E&E or to the Senate Committees Clerk, copies should be made and filed in the committee assistant's notebook.

Note: Amendments adopted during a committee meeting may or may not have been prepared in advance. If an amendment is prepared in advance, have the sponsor (or chair) sign the amendment, number it (House only), and make copies. If an amendment is not prepared in advance, a committee staff person is responsible for the amendment preparation after the meeting. Amendments (like all bills) have to be reviewed by a Statute Reviser. After review, the amendment must be signed and copied before it can be turned in to House E&E or the Senate Committees Clerk. This sometimes becomes a stressful process (especially for those committees that meet at noon and do not adjourn until it is time for the chambers to convene). Once the amendment is completed, reviewed, signed, numbered (House only), and copied, the Report of Committee with necessary amendments is hand-delivered to House E&E for House standing committees or the Senate Committees Clerk for Senate standing committees. In this time crunch, do not forget to make copies for yourself (and the Speaker's Office basket in the House).

Anyone outside LRC or the General Assembly requesting a copy of a Report of Committee should be referred to the House or Senate Clerk, as appropriate.

Consent Calendar. When a bill is passed out of committee, has its first and second readings, and is posted for passage by the Rules Committee, it is then placed in the Orders of the Day. A standing committee and the sponsor of a bill may wish to have the bill placed on the Consent Calendar, which means there will be no discussion of the bill on the chamber floor. In order for a bill to be placed on the Consent Calendar, it must be unanimously passed out of committee, and all members attending the meeting must have voted “yes” on the Report of Committee roll call for that bill. In the Senate, in addition to marking the appropriate line on the Report of Committee, there is a place for the chair to sign the Report of Committee to place the bill on the Consent Calendar.

Note: The House rarely uses the Consent Calendar process. However, if a motion to place a bill on the Consent Calendar is made and adopted in a House standing committee meeting, in addition to marking the appropriate line on the Report of Committee, *both* the standing committee chair and the sponsor of the bill must sign a Request for Consent Bill. This form is attached to the Report of Committee when that report is hand-delivered to House E&E and attached to the “C” copy of the bill. (A House committee assistant should keep a supply of these forms in his/her committee notebook. If the sponsor of the bill has not signed the Request for Consent Bill, the committee assistant should notify House E&E before attaching the report to the “C” copy of the bill.)

Recommitted Bills. A recommitted bill usually has had two readings and will be referred to a standing committee either from the Rules Committee or the floor, with prior committee substitutes, committee amendments, committee title amendments, and fiscal statements attached. House Clerk Services or the Senate Committees Clerk flags those bills that have been recommitted (on the House Referral form or Senate Daily Action, noting amendments when applicable). The committee assistant fills out a Report of Committee form for those bills, as previously discussed, and writes “RECOMMITTED” (in all caps) in the right-hand corner of the report. This form is kept with the bill until the standing committee takes final action, at which time the remainder of the form is completed.

After the Meeting

After a committee meeting has adjourned, the committee assistant makes copies of the Report of Committee for those bills passed out of committee: two copies for the House; one copy for the Senate. One copy is kept in the committee assistant’s notebook. The original report (and one copy for House standing committees) is hand-delivered to House E&E or the Senate Committees Clerk. Both House E&E and the Senate Clerk maintain a separate drawer for each standing committee containing the “C” copies of the bills referred to committee. When a bill has passed out of committee, the committee assistant delivers the original signed Report of Committee, signed (and numbered—House only) committee amendments (House original and six copies; Senate original and one copy), and signed (and numbered – House only) title amendments (House original and six copies; Senate original and one copy). In the House, the committee assistant pulls the appropriate “C” copy of the bill and clips the report and

attachments to it and places it in the specified basket. In the House, a copy of the Report of Committee is placed in a basket labeled “Speaker’s Office.” In the *Senate*, the Committees Clerk pulls the appropriate “C” copy and attaches the appropriate forms.

If a bill was passed out of committee with a committee substitute, the committee assistant hand-delivers the original Report of Committee to House E&E or the Senate Committees Clerk. In the House, attach the report to the “C” copy of the bill and place a copy in the basket labeled “Speaker’s Office.” It is the responsibility of committee staff to notify Bill Tracking of an adopted committee substitute and deliver the adopted committee substitute to Statute Revision for review. Jacketed adopted committee substitutes are delivered to House E&E or the Senate Clerk from Bill Tracking. (If delivery of the jacketed committee substitute is delayed due to time required for preparation, House E&E or the Senate Committees Clerk is directed to send the original report on to the floor and the substitute will be attached later.)

Note: It is possible that standing committees may adopt *proposed* committee substitutes prepared in advance (a proposed House substitute, PHS; or a proposed Senate substitute, PSS) and report separate committee amendments with it, rather than rolling them into the adopted substitute. Committee amendments may have been drafted to the proposed committee substitute, but when reported out, a proposed committee substitute gets reprinted as an HCS or SCS. To avoid confusion, on any committee amendments that are reported separately (and were drafted to the PHS or PSS), the committee assistant will draw a line through the PHS or PSS designation in the header of the amendment, write in the appropriate HCS or SCS designation, and place his/her initials in the right margin. ***Remember, this only applies to separately reported amendments prepared in advance to an adopted proposed committee substitute.***

If a motion to report a bill failed, the committee assistant retains the bill and the original Report of Committee, and a new Report of Committee is prepared and kept in his/her notebook, because the bill can be reconsidered at any time. (In the House, the committee assistant makes one copy of the failed Report of Committee and delivers it to House E&E and puts it in the Speaker’s Office basket.)

Bills that have been passed out of committee should be removed from each member’s notebook, unless a member indicates otherwise. Some committee assistants keep a separate notebook containing bills that have been reported out of committee for easy access.

The committee assistant prepares minutes of the meeting using the LRC template for session minutes (see Appendices), indicating speakers for or against and action taken on each bill considered by the standing committee during that meeting. It is helpful to include summaries of those bills, in addition to the title and sponsor. The minutes for all meetings are kept in the committee assistant’s notebook, with the attendance roll call and guest list for each meeting attached to same. Since all standing committee meetings are recorded, the tapes, clearly identified by chamber, standing committee, date, time, and place, are sent to the LRC Library.

Conference and Free Conference Committees

After a bill passes one chamber, it then goes through the same process in the other chamber. If a bill is amended in the second chamber, the first chamber does not concur with the changes, and the second chamber refuses to recede, a conference committee of three or more members appointed by the Speaker of the House and three or more members appointed by the Senate may be formed. The committee assistant who will handle the appointed conference committee will be notified by the Administrative Officer for Legislative Process/Secretarial Services Manager of the bill number in question, a list of members appointed, and the time and place of the meeting. Materials needed for the meeting are a shorthand pad, copies of the GA bill to be considered, amendments in dispute, and a blank Conference Committee Report (see Appendices). Regardless if the measure in question is a House or Senate bill, copies of bills and amendments are provided by House Clerk Services and should be picked up in Lobby G, Capitol (or a courier will deliver them if there is ample time).

The Conference Committee may consider only the amendment(s) in controversy, and may in its report recommend only that the House/Senate concur in House/Senate amendment(s) or that the House/Senate recede from its amendment(s). If the conferees come to an agreement, a staff analysis must be prepared. The committee assistant completes the Conference Committee Report form with the action so indicated, has the members of the Conference Committee voting “yes” sign the report (must have a majority of EACH chamber). If an agreement is made, the Conference Committee Report and staff analysis (see Appendices) must be reviewed by Statute Revision prior to delivery. If the conferees are unable to agree, the Conference Committee Report must reflect that the parties “cannot agree.” A staff analysis is not required if the conferees cannot agree. The committee assistant will hand-deliver the original report (and staff analysis, if applicable) to House Clerk Services, who will make the necessary distribution. (A copy is made and retained in the committee assistant’s files.)

House Clerk Services makes the following distribution:

- House Clerk Services immediately receives the **original** conference (or free conference) committee report and notifies the House Clerk that 100 copies will be delivered as soon as possible for distribution;
- House E&E receives one copy of the report in a black folder for House bills, a red folder for Senate bills;
- Senate Clerk receives one copy of the report in a black folder for House bills, a red folder for Senate bills, and 40 copies for distribution;
- House Majority Floor Leader receives one copy of the report in a black folder for House bills, a red folder for Senate bills;
- Speaker of the House receives one copy of the report in a black folder for House bills, a red folder for Senate bills; and
- House Clerk Services keeps one copy of the report (no folder).

If a conference committee cannot agree on the bill, the committee report (stating that the conferees cannot agree) is adopted and a free conference committee may be appointed, usually, but not necessarily, with the same members as the conference committee. The committee

assistant who will handle the appointed free conference committee will be notified by the Administrative Officer for Legislative Process/Secretarial Services Manager of the bill number in question, a list of members appointed, and the time and place of the meeting. Materials needed for the meeting are a shorthand pad, copies of the GA bill to be considered, amendments in dispute, and a blank Free Conference Committee Report form (see Appendices). Regardless if the measure in question is a House or Senate bill, copies of bills and amendments are provided by House Clerk Services and should be picked up in Lobby G, Capitol (or a courier will deliver them if there is ample time).

The Free Conference Committee may change any portion of the bill and is not limited to the area of dispute, so long as it proposes no new appropriation nor any appropriation above the level originally designed by either chamber. When the Free Conference Committee has come to an agreement, the committee assistant completes a Free Conference Committee Report form, has the members voting “yes” sign the form, (must have a majority of EACH chamber), attaches the staff analysis, and hand-delivers the original report and staff analysis to House Clerk Services in the same manner as for Conference Committee Reports. House Clerk Services handles the distribution of the Free Conference Committee Report as it does for a Conference Committee Report (see above distribution). (**Note:** Take the signature page for the Free Conference Report to the meeting. It is *possible* that members will sign the blank form; this will reduce time in obtaining members’ signatures after the report is finalized. Also, Free Conference Committee Reports and the staff analysis must be reviewed by a Statute Reviser (just like all other amendments) prior to delivery to House Clerk Services.)

Members voting against an agreement may request that a minority report be prepared and filed with the Clerks. In such cases, the committee assistant will have two Conference Committee or Free Conference Committee Reports—one marked “Majority Report” and one marked “Minority Report” in large print in the top right-hand corner. The committee assistant must notify House Clerk Services of the minority report.

During the Veto Recess

A complete record of each House and Senate standing committee activity is prepared and filed with the LRC Library. House Clerk Services or the Senate Clerk will provide binders, dividers, and labels to committee assistants for each standing committee. The committee assistant inserts into these binders copies of Bill Logs, Attendance Roll Calls, Guest Sheets, Amendment Roll Calls, Reports of Committee, and committee minutes for each standing committee meeting held during the session. The completed House standing committee binders are forwarded to the LRC Library. The completed Senate standing committee binders are forwarded to the Senate Clerk for review before they are sent to the LRC Library.

CHAPTER VI

LEGISLATIVE SUPPORT SERVICES

Each legislator is assigned an office within a suite in the Capitol Annex. Senate members are housed on the second floor, and House members occupy the third and fourth floors. A support staff is provided by the Legislative Research Commission to assist in meeting the needs of the legislators. The staff consists of legislative assistants, secretaries, word processors, proofreaders, and message distributors.

During the session, it is especially important that legislators maintain close contact with constituents regarding their views on issues being debated and voted upon. In addition to a constituent being able to contact a legislator's office directly, a toll-free telephone number is provided for the public's use so that constituents may voice their opinions regarding legislation or other issues of importance. The support staff will print and distribute the messages received by the telephone operators in the Message Center. An average of 30,000 calls are received on this toll-free line during a regular session. Additional "session-only" employees are hired to assist with the increased volume of work.

Legislative Assistants

A legislative assistant is located in the main reception area on each floor to greet and assist visitors and to schedule meeting rooms for the legislators. On the House floors all guests must remain in the main receptionists' areas until the Representatives are available. On the Senate floor all guests may check with the legislative assistant in each suite to see if a Senator is available.

A legislative assistant is located in each suite to assist legislators with incoming and outgoing phone calls, appointments, meeting schedules, constituent tour arrangements, and various research projects. Additional services provided by the legislative assistants include mail and message distribution, preparation of citations and colonelcies, and procurement of bill copies, publications, and other needed materials such as vital statistic documents. A legislative assistant may work for as many as 16 legislators, using a variety of skills to keep the suite running smoothly.

Legislative Secretaries

Each legislator is assigned a secretary who handles correspondence, takes and transcribes dictation, compiles databases, tracks legislation, maintains the legislator's files, compiles surveys, prepares citations and colonelcies, and works closely with committee staff and other agencies. The secretaries work with other staff to compose and type speeches. During the session, it is essential that each secretary prepare the legislator's written responses to constituent communications concerning proposed legislation and its status. On occasion the secretary is asked to call constituents on behalf of the legislator to relay a message or to research more information concerning the status of a bill, a complaint, or other matter. A secretary will work

with a legislator to order stationery and business cards and is responsible for maintaining an adequate supply. One secretary may assist as many as 14 legislators with legislative work.

Word processors

Word-processing staff are available to assist the secretarial staff and legislative assistants. Their skills and flexibility allow them to be integrated into the workday wherever they are needed.

Proofreaders

All legislative written and oral communications prepared by support staff for a member are proofread to eliminate errors in grammar, spelling, and factual information. Two proofreaders are located on each floor.

Staff

All legislative office staff work together to maintain a balance that is beneficial to both the legislator and the Legislative Research Commission. As a result, they are an integral part of the legislative process.

CHAPTER VII

LEGISLATIVE CITATIONS AND PAGE CERTIFICATES

Legislative Citations

House Procedures

Legislative citations are used for extending the commendations, congratulations, or condolences of the General Assembly to a particular person or group, or to recognize a significant event or occasion. These are recorded in the House Journal after formal adoption during floor proceedings. When a citation addresses more than one individual, the secondary document (names of honorees) is attached to the citation for entry in the Journal. The Journal Clerk is responsible for entering citations in the House Journal (see Appendices).

Legislators provide the Citation staff with a Citation Request form, which includes the pertinent information they want included in the citation, and the Citation Clerks draft the citation.

After the original citation has been prepared, it is printed and proofed. It is then assigned a citation number and entered on the floor Citation Log. Three plain paper copies are then made, with the Citation Information (from the citation prompt) in the top right corner. The Citation Information includes the following: citation number, computer pathway, and name and seat number of the representative. The original and one copy of the citation are placed, along with a protective piece of cardboard, inside a brown envelope; and the Citation Information is repeated underneath the return address on the envelope. The Legislative Citation Notice is completed and paper clipped, along with a second copy of the citation, to the outside of the envelope. The third copy of the citation is attached to the original Citation Request form, along with any other pertinent information, and is placed inside the Citation Log folder in the order in which the citations are listed on the outside of the folder. The original Citation Request form is completed and returned, with attending information, to the legislative staff requesting the citation.

Ten minutes prior to session, the brown envelopes containing floor citations are delivered to the Chief House Clerk on the floor by Citations Clerks. The Chief Clerk then has the Legislative Citation Notice, which includes the citation number and title, placed on the legislator's desk, to inform him or her that the citation is ready for adoption. Citations are considered in the Order of Business "Motions, Petitions and Communications."

Each day, upon adjournment, the Citation Clerks transfer copies of each adopted citation into the appropriate computer drive shared with the Journal Clerk. All information regarding citations and citation requests is kept on file in the Citation office.

Page Certificates

Honorary Page Certificates are also requested frequently by legislators. The Citation Clerks are provided with a Citation Request form, on which the appropriate box for Honorary Page Certificates is marked, appropriate information is noted, and the list of names is attached.

Upon completion, the certificates are returned to the legislative staff indicated on the Citation Request form.

Active Floor Page Certificates are requested by the House Page Supervisor. The Supervisor provides the Citations Clerks daily with a list of active pages immediately prior to or following the House convening. Those certificates are immediately generated, logged into the House Page Log, placed in individual brown envelopes labeled with the name of the recipient, and returned to the House Page Supervisor.

Personal Page Certificates are requested either by legislators or, at their request, by the House Page Supervisor, following the same procedures as the Active Floor Page Certificates. The Personal Page Certificates are placed in individual brown envelopes that carry the name of the recipient and the name and seat number of the individual legislator being served by the Personal Page. These also are returned to the House Page Supervisor, who then delivers them to the appropriate legislator. Records of all requests and page certificates are maintained by the Citation office.

Senate Procedures

The Senate issues page certificates and legislative citations similar to those of the House although there are procedural differences for distribution. The Senate Personal Page Certificates, for those either serving on the floor of the Senate or visiting the Senate Gallery, are prepared by the Senate Clerk's office. The Honorary Page Certificates, for those young constituents simply visiting the Capitol, and the Senate legislative citations are prepared by the Citation staff.

Senate citations, like House citations, are used to extend commendations, congratulations, and condolences to individuals or groups of individuals from the members of the Senate (see Appendices). Information pertaining to the citation will be submitted to the Citation Clerks for drafting, printing, and proofing.

After the original citation has been prepared, it is assigned a number, solely for the purposes of the Citation office, and two plain paper copies are made. The original citation and a copy are placed in an orange folder with the legislator's name and seat number attached to the outside. This folder is delivered to the Senate Clerk 10 minutes before the day's session for distribution to the appropriate legislator. The other copy is attached to the information originally sent by the legislator and is returned to the appropriate legislator or legislative assistant. All information regarding citations and citation requests is kept on file in the Citation office.

CHAPTER VIII

THE *LEGISLATIVE RECORD*

The *Legislative Record* (the *Record*) is a newspaper published by the Legislative Research Commission after each legislative day. The *Record* is a digest of all bills and resolutions introduced in the General Assembly and also records all daily legislative action occurring or reported on the House and Senate floors. Hence, the *Record* provides a current summary of the status of each bill and resolution before the General Assembly. The *Record* is divided into four parts: the front page, the Bill Summaries, the Bills and Amendments by Sponsors, and the Bill and Amendment Index.

Four sections of the front page of the *Record* delineate the proceedings of the respective chambers on the previous legislative day and provide a means for determining the current status of a given bill on that day. The “In Senate” and “In House” sections identify all bills and resolutions (by number) that were introduced the previous day; bills and resolutions reported from committee the previous day and given a first reading; bills and resolutions with at least two readings; bills and resolutions referred to a committee the previous day; bills and resolutions posted for consideration in and/or reported from specific committees; the Orders of the Day; and the outcome of the previous day’s votes on bills and resolutions. The “Passed” section reflects legislation that has passed one or both chambers, enrolled legislation awaiting the Governor’s signature, legislation signed or vetoed by the Governor, and legislation delivered to the Secretary of State or that has become law without the Governor’s signature. The “Bills In Committee” section denotes the current status of bills and resolutions referred to committees in the respective chambers. The “Committee Meetings” section lists legislative meetings scheduled for the day.

On the inside pages of the *Record*, the “Bill Summaries” section contains all bills and resolutions introduced in the Senate and the House in the order of the date of introduction. Each itemized entry includes the bill or resolution number, the bill request (BR) number, the primary sponsor(s) and co-sponsor(s), the title, and a summary of the legislation. Each entry also includes a summary of committee and/or floor amendments filed to the bill or resolution and notes if any fiscal statements have been prepared for it. Under the bill (or resolution) and amendment summaries, the *Record* reflects all legislative action to the legislation occurring or reported on the Senate and House floor.

The “Bills and Amendments by Sponsor” part of the *Record* lists each member of the General Assembly and identifies the bills, resolutions, and amendments that he or she sponsored or co-sponsored. The “Bill and Amendment Index” section is an index of each bill and resolution introduced, indexed by subject area.

Several LRC staff contribute to the *Record*. However, the actual compilation and preparation for publication is assigned to a minimum of three staff (the *Record* staff). Daily preparation is based on the official minutes of the Senate and House, and starts when the chamber Minute Clerks begin the page-by-page distribution of the minutes. At that point, the *Record* staff begin inputting all actions on bills and resolutions, either carried out on the floor or

reported on the floor, into the *Record* computer database. Upon the introduction of bills and resolutions in the Senate and House, the Chief Clerks of the respective chambers forward the “B” copy of the legislation to the *Record* staff. From the “B” copy, the *Record* staff prepare a bill introduction sheet indicating the BR number, the Bill or Resolution number, the introduction date, and the primary sponsor and any co-sponsors. One copy of the bill introduction sheet is forwarded to the Bill Cover staff for preparation of bill covers to be printed with the bill by the LRC print shop. Another copy of the bill introduction sheet goes to the LRC Bill Processing staff as a signal to introduce the bill or resolution and a summary of the legislation prepared by LRC bill drafters into the *Record* database. Concurrently, the *Record* staff begin updating and building the columns and tables appearing on the front page.

At the completion of data input from the Senate and House Minutes, the LRC *Record* staff cross-check the data based on their reading of the minutes with reports prepared by the respective chambers for omissions, mistakes, or differences in interpretation of the written minutes. Once the data file is verified, an electronic version of the *Legislative Record* is sent to the Frankfort Publishing Company for printing and delivery for distribution the following morning.

CHAPTER IX

INTERNET SERVICES

KENTUCKY LEGISLATURE INTERNET SITE

<http://www.lrc.state.ky.us/home.htm>

The Kentucky General Assembly's World Wide Web pages provide both legislative staff and the public the means to identify, read, copy, and track legislation electronically. Additionally, computer users who visit the legislature's Website can learn meeting schedules and House and Senate daily agendas. The Website also provides information that allows the public to locate and contact legislators.

The Internet address above is the legislature's homepage. Internet users access the legislature's Website via their Web browser. The user then clicks on hypertext links embedded in Web pages to navigate to legislative information and documents. Software capable of viewing Microsoft's Word for Windows is required to view the text of bills and resolutions. A helper application, or Word browser, with an LRC link is available free of charge from Microsoft for users without Word for Windows.

Legislative Record Online (Legislation)

- Proposed legislation, including bills, resolutions, and amendments, entered into the *Record* database, is made available on the legislative Website after *Record* data has been entered and verified by the *Record* staff.
- Both the summary and the text of proposed legislation can be accessed. Pages in HTML (hypertext mark-up language) format provide summaries, actions, and links to the text documents in Word for Windows format.
- As the legislation moves through the legislative process, the latest version (introduced, GA, or EN) of a bill or resolution, as well as any subsequent amendments or subsequent action, is posted on the Website.
- An automated computer program converts the data above into Web pages in HTML format, then copies these pages and related text documents (bills and resolutions) to the Web server.
- The *Bills and Amendments Index*, *Bills and Amendments by Sponsor*, and *BR to Bill Conversion List* are created by another computer program run each evening to compose the *Legislative Record* for printing. The front page information is now fully automated.

Calendar and Minutes (Legislative Record front page)

- All four parts of the *Legislative Record* are now completely automated to provide information on *Record* Web pages.
- The *Regular Session Legislative Calendar* is produced as a Word document by the LRC front office, converted to a .pdf (portable file format) file by the Webmaster, and copied to the Web server preceding the convening of the legislature. An Acrobat reader, available free from Adobe, is required to view .pdf files.

- Each day's House Minutes, compiled in cursive handwriting while the House is in session, is scanned upon adjournment by House Clerk Services staff and saved as a .max document. (Because a PaperPort viewer is required to view this document, and is available only to purchasers of the scanning software, House Minutes can be accessed only by LRC staff.)

Meeting Schedules

- The Daily Schedule of Meetings is composed by the Public Information Office as an HTML document. An automated routine that copies this document to the Web server is run each evening.

Searching Services

- The Web pages and text documents containing information described under "*Legislative Record Online*" above are also made available by key-word searching, using search engine software that resides on the Web server. An automated routine re-indexes all these files at random intervals throughout the day so that as bill, resolution, and amendment data are updated, they are made available for searching within 24 hours.

Finding and Contacting Legislators

- A PC user can view legislator county districts, and jump to Web pages that provide biographical data, committee assignments, mailing addresses, phone numbers, and e-mail links for individual legislators. These pages are currently updated manually, as necessary, by the LRC Webmaster.
- Web pages that list legislators in each chamber alphabetically contain hypertext links to the Web pages for individual legislators. These pages are currently updated manually, as necessary, by the LRC Webmaster.
- The site index, <<http://www.lrc.state.ky.us/index.htm>>, provides the most efficient and concise way to link directly to all pertinent legislative information links.

CHAPTER X

PROJECT AND MESSAGE CENTERS; ANNEX BILL ROOM

The Project Center, with staff located primarily in the basement of the Annex, is responsible for a variety of functions. The center's function most directly affecting all legislators is the legislative postage system through which all outgoing first-class mail for nonleadership members is processed. The mail is metered and subsequently must be sent through the Frankfort post office. During session, a postage statement is delivered to each legislator's Annex office every two weeks. This statement reflects the balance remaining on the \$950 yearly postage allowance.

Legislators often conduct issue-related surveys of constituents prior to the beginning of session or immediately after session begins. Due to the nature and timing of these surveys, it is important for legislators to receive prompt results. The Project Center staff can assist with the tallying of these questionnaires. However, in order to expedite the process, the Project Center staff should receive a copy of the survey at the same time it is distributed to constituents. This allows staff sufficient lead time to develop the computerized programs for tallying and generating the charts, graphs, and reports of the survey results. Receipt of the survey at the time of mailing also helps staff produce the survey results much faster once the completed surveys are returned to the legislator.

The Project Center is also involved in the creation of mailing lists (commonly referred to as "data docs") that allow for large mailings with a personalized appearance. For these large mailings, staff generate labels, collate materials, and stuff envelopes. Additionally, staff collate packets of tour material, copy large projects, and complete other one-of-a-kind projects.

Another area of responsibility for the Project Center is the preparation, delivery, and cleanup of coffee, water, and other supplies in the legislative offices, committee rooms, and legislative lounges. Throughout the year, two full-time staff members provide this service. During session, to accommodate the increased activity, additional personnel are hired. These staff members also assist in obtaining and serving food for special functions.

The Legislative Message Center is also located in the Project Center. Although it operates all year, its activity increases considerably during session when 15 operators answer the toll-free calls. Many callers are surprised and appreciative when they reach a real person rather than voice mail. Constituents may call 1-800-372-7181 to leave a message for a legislator. The caller must be willing to leave a name, since no messages will be delivered from an anonymous caller. The caller's address and telephone number are requested; however, providing this information is not mandatory. Message Center operators offer a link between the legislator and constituents and must maintain an empathetic yet professional demeanor on the telephone. It is helpful if constituents know that incoming calls on this toll-free number cannot be transferred to a legislator's office. Messages are transmitted electronically to staff on the second, third, and fourth floors who print them and distribute them to the legislative offices. Hours of operation during session are Monday through Thursday, 7 a.m. until 11 p.m. and Friday until 6 p.m.

During a legislative session the Project Center staffs a Bill Status Line. This is a toll-free phone number whereby citizens may inquire about the current status of a piece of legislation. Callers may refer to a specific bill by the bill number, or they may inquire about an issue by subject matter. This service is available Monday through Thursday from 8 a.m. until 7 p.m. and until 5 p.m. on Friday.

Another session-only area of responsibility for the Project Center is the Annex Bill Room located within the Peggy King Legislative Research Library, Room 027 in the Annex basement. It is staffed by two session workers. Each day the Annex Bill Room receives 10 copies of all introduced House and Senate bills and resolutions, and later the General Assembly (GA) bills, with all related amendments, committee substitutes, and notes. This material is filed and then distributed upon request to any legislator or member of his/her staff. It is also available to any committee staff or other LRC personnel not available to LRC personnel located in the Annex.

A second responsibility of the Annex Bill Room is the maintenance of the House bill books located on the third and fourth floors of the Annex. Each day two session employees deliver and update the books with all introduced House bills and GA forms of Senate bills and resolutions, along with amendments, committee substitutes, and notes. Specific requests for copies of bills and the related materials can be made by contacting the staff in the Annex Bill Room.

CHAPTER XI

COURIER SERVICES

During a legislative session courier staff deliver urgent LRC-related materials such as amendments, official documents, and legislative citations to the Capitol and Annex legislative offices. The Courier Office staffing is increased and divided into four office locations: Annex Office, Annex Upstairs Office, Capitol Office, and House Clerk Services.

From this group, the couriers cover the phones at the main reception areas on the legislative floors from 6 p.m. until 11 p.m. Monday through Thursday.

During a legislative session, the Annex Courier Office hours are 7 a.m. to 11 p.m. Monday through Thursday and 7 a.m. to 6 p.m. on Friday. Staff located on the first floor and in the basement of the Annex should call the Annex Office for courier assistance. Duties of Annex courier staff include distributing the *Legislative Record* each morning in the Annex, distributing the budget document to legislators and staff, regular “basket” pickups in the legislative suites and several leadership offices twice daily at 10 a.m. and 2:30 p.m., distributing newspapers twice a day to the legislative suites and leadership offices, delivering faxes to legislators and leadership, delivering bills from the Annex Bill Room, maintaining paper supplies in all copy rooms of the Annex, taking care of all outside runs, and transporting legislators to outside meetings when necessary. The Annex Office also purchases supplies for the legislative lounges. Annex couriers are also responsible for picking up “Meals Express” for staff and food for the legislative chambers when required.

The Annex Upstairs Office hours are 7:30 a.m. until 6 p.m. Monday through Friday. Staff located on the second, third, and fourth floors of the Annex should call the Annex Upstairs Office for courier assistance. In addition to doing runs for the various legislative suites, these couriers also sort and distribute the mail and deliver all lobbyist handouts that have been approved by the House Clerk and the Senate Clerk.

The Capitol Office hours are 7:30 a.m. until 30 minutes after adjournment of both chambers of the General Assembly. Staff located in the Capitol building should call the Capitol Office for courier assistance. Duties of Capitol courier staff include handling all runs originating in the Capitol, making and distributing coffee and coolers of ice to each leadership office and to both chambers of the General Assembly, bringing bills from the Capitol Bill Room to the Annex Bill Room located in Room 27 of the Annex basement, and maintaining paper supplies in all copy rooms of the Capitol.

House Clerk Services includes couriers made up from the Capitol and Annex Offices who report daily to House Clerk Services one hour before session starts to assist with photo copying and distributing the House Minutes.

All Courier Offices work together to handle each request for assistance in a manner most efficient and beneficial to all legislators and staff of the Legislative Research Commission. While

extra courier staff are available during session, there is not an unlimited supply. Staff are encouraged to make use of the courier service as efficiently as possible by utilizing messenger mail and courier pickup baskets for nonurgent materials. Cooperation with this will ensure adequate courier staff are available when requests for urgent deliveries are required.

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House Minutes 2/4 2001

Speaker Richards presiding

Invocation: Rev. Alan Loren, Sr. Frankfurt
Presbyterian Church, Frankfurt

Pledge

Roll Call 93 members present

Ballard no absent members be granted leave Agree
Ballard no dispute with reading, approve Journal Agree
Ballard no suspensions, allow co-sponsors Agree

Introductions

<u>HB 188</u>	<u>Collins</u>
<u>189</u>	<u>Fisher</u>
<u>190</u>	<u>"</u>
<u>191</u>	<u>Webb</u>
<u>192</u>	<u>"</u>
<u>193</u>	<u>R Adams</u>
<u>194</u>	<u>Nelermizer</u>
<u>HR 44</u>	<u>Coyne</u>
<u>45</u>	<u>Siler</u>

House Minutes ^{7/1} 2001

Referrals

Agric - HB 158-176-186 - HR 42

HR - HB 150-154-159-163-182-183 - HR 25-30

Banking - HB 148-152-174

Educ - HB 141-173-185 - HR 29-35-36

Elec - HB 155-162

Health - HB 138-145-175-184

Jud - HB 142-144-149-151-153-160-178-179-180

HB 187 - HR 28-38

L&O - HB 140-161-164

Loc Govt - HB 147-156-165

Nat Res - HB 143

St Govt - HB 139-146-166-167-168-169-170-171

HB 172-177-181 - HR 24-37

Towr - HB 157 - HR 32-34

Trans - HR 33

Un. Res - HR 27-43

House Minutes ^{7/1} 2001

Report of Committees

In Consideration:

Banking: HB 133 - 83

HB 29	Ses. - Ma	should pass		
HB 40	"	"	"	"
HB 103		"	"	HCS/
HB 17	Educ	"	"	HCS/
HB 62	"	"	"	HCA/
HB 66	"	"	"	
HB 12	"	"	"	
HB 13	"	"	"	
HB 14	"	"	"	
HB 15	"	"	"	
HB 16	"	"	"	
HB 13	St. Court	"	"	
HB 51	"	"	"	
HB 78	"	"	"	
HB 86	"	"	"	
HB 87	"	"	"	
HB 88	"	"	"	HCA/
HB 89	"	"	"	
HB 90	"	"	"	
HB 91	"	"	"	
HB 92	"	"	"	
HB 95	"	"	"	
HB 96	"	"	"	HCA/
HB 97	"	"	"	HCS/

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HB98 St. Gout should pass NC

Motions, Petitions, Communications

HR19 Stunned no waive ^{3 day} posting Agree
 HR46 " " " " "

HB35 Riggs no withdraw Agree
 Westrom no susp rules, action Res Agree
 HR43 Westrom no adopt adopted

News - 10AM - Rm 129 - Thurs
 Agric - Rm 129 - W - Thurs
 Health - Rm 125 - adj

Stewart no susp rules, action Cit Agree
 Citation #9 Stewart no adopt adopted

Elect - Thurs - 10AM - Rm 125

Jeff Co Del - adj - Rm 131

HB73 Colter no withdraw Agree

A & R - no mtg today - Reg mtg on Tues

Loc Govt - 8³⁰A - Rm 129 - Thurs

HB20 Stunned no waive posting Agree

Stunned no susp rules - Intro - Report of Comm Agree

House Minutes ^{2/1} 2001

HB 195	Simpson
196	Weston
197	Vincent
198	Burch
199	"
200	Brantam
201	H Moberly
202	Brantam
203	Wick
204	Orlando
205	Marzian
206	Brantam
207	Wayne
208	Richards
209	Thomas
210	Orlando
211	Riggs
212	Brimham
213	Jenkins
214	Brantam
215	B Lee
216	Brantam
217	Vincent
218	Arnold
HR 46	R Adams
47	R Thomas
48	" "
49	"
50	"
51	"
52	"
53	"

House Minutes 2001

In Consideration:

Nans - HR 19

Banking - HB 174

Salor - HB 54 - 132

Acric - HB 20-100 - HR 42

Stumbled mess up rules, adj by VV Agreed

Co-sponsors (under great rules susp)

HB 62 Carter

HB 121 "

HB 107 "

HB 84 "

HB 40 Dameron, Hoover, Brankham

HB 16 Baugh

HB 4 "

HB 49 ", Nelson

HB 106 Nelson

HB 115 "

HB 82 "

HB 76 Fischer, Kerr, Stewart, Hoffman

HB 105 Rigg

HB 28 Conis

HB 76 Carter, Brankham, Brinkman, Japp

HB 140 Brinkman

HB 109 "

HB 70 "

House Minutes ^{2/1} 2001

Co-sponsors: (cont.)

HB 76 J Thompson, C Belcher, Siler

HB 149 Crimm

HB 76 Miller, Walton

HB 140 Addins, C Belcher, Gealey, Graef, Nessler

HB 46 Scott

HB 140 Crimm, Callahan, Palmer

HB 164 "

HB 76 J Lee, McKee

HB 27 P Clark

HB 101 Deaham

HB 119 Nessler

HR 46 Jldams, Cook, H Moberly, Barrow

HB 50 G Arnold, Butler, Gealey, C Belcher

HB 38 Webb

HB 209 Crenshaw

HB 42 C Belcher

HR 46 Damon, Bruce, Childers, McKee

HR 46 Graham, Stewart, Webb, Westrom

HB 50 J Lee, Siler, Goats, Gunn, H Moberly

HB 50 Marcotte, Lindsay, L Clark, R Thomas

HR 46 R Thomas, Cherry, Gunn, Rader

HR 46 Treesh, Baugh, Du Butler, Deaham

HB 119 Cherry

HB 100 Lepchurch

HR 42 Ballard

HB 76 Cornett

HB 50 Rasche, DeWeese, Crall

Skipped no adj. until 2pm on Thursday, February 8, 2001

Adjourned VV

House Minutes 7/1 2001

HB 195	Simpson
196	Weston
197	Vincent
198	Burch
199	"
200	Branham
201	H Moberly
202	Branham
203	Wick WILKEY #31
204	David
205	Marzian
206	Branham
207	Wayne
208	Richards
209	Thomas
210	David
211	Riggs
212	Branham
213	Jenkins
214	Branham
215	B Lee
216	Branham
217	Vincent
218	Arnold
HR 46	R Adams
47	R Thomas
48	" "
49	"
50	"
51	"
52	"
53	"

COMMITTEE ON RULES

Date March 1, 2001

CONSENT

The Committee on Rules posts for passage on _____

REGULAR

The Committee on Rules posts the following bills to the Regular Orders for passage on March 2, 2001

HB 15	HCS 1	HCR 78	
HB 261	HCA 1, 2	SB 13	
HB 305		SB 29	
HB 318	HCA 1	SB 31	
HB 338	HCS 1	SCR 1	
HB 342	HCA 1	SCR 1	
HB 386		SB 64	
HCR 34	HCS 1	SB 71	
HCR 66	HCS 1	SCR 2	

The Committee on Rules posts for passage on _____

The Committee on Rules recommitted the following bills:

HB 307	"	L	A R
HB 368	"		A R

HOUSE OF REPRESENTATIVES

ORDERS OF THE DAY

March 5, 2001

REGULAR ORDERS

HCR 49 A CONCURRENT RESOLUTION confirming the
appointment of Keith A. Jeffries to the Kentucky
Agricultural Development Board. (Rep. Roger Thomas)

HB 79 AN ACT relating to the Support Education Excellence in
HCS 1 Kentucky (SEEK) Program and making an appropriation
HFA 2 therefor. (Rep. Harry Moberly) APPROPRIATION
HFA 1T

HB 194 AN ACT relating to campaign expenditures. (Rep. Bob
HFA 1, 2, 3 Heleringer)

HB 267 AN ACT relating to seat belts. (Rep. Jodie Haydon)
HFA 1, 2, 3
HFA 4T

SB 58 AN ACT proposing an amendment to Section 112 of the
Constitution of Kentucky, relating to family courts. (Sen.
Robert Stivers) AMENDMENT

HBw\SA

HB 51 SFA 1 SFA 2T	AN ACT relating to legislative sessions. (Rep. Charles Geveden)
<hr/>	
HB 191 SCA 1	AN ACT relating to high school athletics. (Rep. Robin L. Webb)
<hr/>	
HJR 70 SCA 1	A JOINT RESOLUTION naming "The Don Duff Scenic Highway." (Rep. Brandon Smith)
<hr/>	
HJR 30 SCA 1T	A JOINT RESOLUTION authorizing and directing a Task Force on Tax Reform to study tax issues in Kentucky. (Rep. Harry Moberly)
<hr/>	
HB 66 SCA 1	AN ACT relating to the Teachers' Professional Growth Fund. (Rep. Harry Moberly)
<hr/>	
HB 145 SCS 1	AN ACT relating to foster parents. (Rep. Stephen Nunn)
<hr/>	
HB 279 SFA 2	AN ACT relating to cigarettes. (Rep. Roger Thomas)
<hr/>	

POSTED FOR PASSAGE

March 22, 2001

SB 21

AN ACT relating to abandoned infants making an appropriation therefor, and declaring an emergency. (Sen. Tom Buford) APPROPRIATION / EMERGENCY

HOUSE OF REPRESENTATIVES

**BILLS & RESOLUTIONS TO BE CONSIDERED BY THE RULES
COMMITTEE**

March 2, 2001

REGULAR CALENDAR

3rd Day

HCR 110 A CONCURRENT RESOLUTION urging the State Fair Board to rename Freedom Hall in honor of Denny Crum. (Rep. Kevin Bratcher-State Government (H))

SB 28 AN ACT relating to election precinct boundaries and declaring an emergency. (Sen. Albert Robinson-State Government (H)) EMERGENCY

2nd Day

HB 358 AN ACT relating to local option elections. (Rep. Marie
HCS 1 Rader-Elections, Const. Amendments & Intergovernmental Affairs (H))

HCR 99 A CONCURRENT RESOLUTION directing the Interim Joint Committee on Education to study the Kentucky Educational Excellence Scholarship Program. (Rep. Dwight Butler-Education (H))

1st Day

HB 117 AN ACT relating to the criminal justice system. (Rep. Paul
HCS 1 Bather-Judiciary (H))

HOUSE OF REPRESENTATIVES

**BILLS & RESOLUTIONS TO BE CONSIDERED BY THE RULES
COMMITTEE**

March 7, 2001

ADDENDUM

REGULAR CALENDAR

1st Day

SB 192
HCS 1
HCA 1T

AN ACT relating to telephone solicitation. (Sen. Alice Kerr-
Labor and Industry (H)) RECOMMITTED

Frankfort, Ky. March 7, 2001

Received of Senate Clerk

HB 11 +	HB 309 +
HB 37 +	HB 329 +
HB 86	HB 370 +
HB 90 +	HCR 17 +
HB 91 +	HCR 42 +
HB 103 +	HCR 71 +
HB 113 +	HB 178 w/ letter +
HB 172 +	HB 174 w/ letter +
HB 186 +	HB 254 w/ letter +
HB 233 +	
HB 234 +	
HB 240 +	
HB 251 +	
HB 300 +	
HB 305 +	

Luis Pulliam
4:00 p.m.

House Clerk 3-7-01

HOUSE DAILY ACTION
FEBRUARY 22, 2001

INTRODUCTIONS

HR 116 Marcotte Adopted
HR 117 Mobley
HR 118 Hoover Adopted

REFERRALS

B&I SB 22, 106
Jud SB 85, 101
St. Gov SB 84
Fl Res HR 115

RULES REPORT

Post for Passage on February 23, 2001

HB 54hcs1, 99hcs1, 104hcs1, 144,
164hcs1, 191hcal, 195hcs1, 197hcs1, 217,
224, 238hcs1, 249hcal, 275, 300, 334,
347hcs1, 352, 363hcs1
HR 73
HCR 17, 69

COMMITTEE REPORTS

Posted For Consideration

B&I HCR 84
H&W HB 386
SB 94
Loc Gov HB 291
St Gov HB 307, 309, 318, 338, 379
HR 59, 66, 106, 107
SB 13
HB 34, 114, 137, 294 posting withdrawn

Posting Waived

HB 117

FIRST READINGS

Report of Committee – Should Pass

A&R HB 303hcs1, 317, 367, 370hcs1
A&SB HB 321
HCR 92
EcDev HB 325hcs1
E,CA&IA HB 162hcal, 339
Jud HB 23hcs1, 26, 41hcs1, 64, 199hcs1, 215,
225, 257, 281hcs1, 296, 297, 324hcs1, 356
Loc Gov HB 304, 326hcs1, 343

SECOND READINGS

HB 27hcs1, 49hcs1, 54hcs1, 99hcs1,
104hcs1, 144, 164hcs1, 191hcal, 195hcs1,
197hcs1, 217, 224, 238hcs1, 242hcs1,
249hcal, 254hcs1, 275, 300, 334, 335,
347hcs1, 352, 363hcs1
HR 73
HCR 17, 69

ORDERS OF THE DAY

HB 33	hcs1 adopted	vv
	hfal adopted	vv
	passed	92-0
HB 47hfal	passed	79-11
HB 198	hcs1 adopted	vv
	hfal adopted	vv
	passed	91-0
HR 68	hcs1 adopted	vv
	adopted	95-0
	hcalT adopted	vv
HCR 8	hcs1 adopted	vv
	adopted	97-0
	hcalT adopted	vv

FLOOR AMENDMENTS FILED

HB 41hcs Fischer fal
HB 183hcsRiner fa4
HB 347cs Jenkins fal
HB 353 Childers fa2
HB 353 Moberly fa3, fa4T

OTHER ACTION

HB 94 Geveden withdrew
HB 310 Bruce withdrew
HCR 32 Bratcher withdrew
HR 112 DeWeese adopted

SENATE MESSAGE

SB 20, 48, 62, 82
SCR 41

CITATIONS ADOPTED

Citation #56 Bowling
Citation #58 Thompson
Citation #60 Stewart

ADJOURNMENT

Adjourn until 9:00am Friday, Feb. 23, 2001

SIGNATURES OF ADDITIONAL CO-SPONSORS

House Bill No.

AN ACT relating to .

SIGNATURES OF ADDITIONAL CO-SPONSORS

COMMONWEALTH OF KENTUCKY
2002 Regular Session
GENERAL ASSEMBLY

INTRODUCED

Primary Sponsor(s):

Representative
Representative

Date	Referred

Committee on

Reported

☐ Unfavorably ☐ Without Opinion

☐ With Amendments ☐ Substitute

2nd Reading	Posted

3rd Reading

Recommitted/Reassigned

Returned to Rules

Other Action.

Amendments Adopted

Substitute Adopted

Passage	Years	Navs
1	1990	10
2	1991	10
3	1992	10
4	1993	10
5	1994	10
6	1995	10
7	1996	10
8	1997	10
9	1998	10
10	1999	10
11	2000	10
12	2001	10
13	2002	10
14	2003	10
15	2004	10
16	2005	10
17	2006	10
18	2007	10
19	2008	10
20	2009	10
21	2010	10
22	2011	10
23	2012	10
24	2013	10
25	2014	10
26	2015	10
27	2016	10
28	2017	10
29	2018	10
30	2019	10
31	2020	10
32	2021	10
33	2022	10
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35	2024	10
36	2025	10
37	2026	10
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39	2028	10
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42	2031	10
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44	2033	10
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46	2035	10
47	2036	10
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49	2038	10
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51	2040	10
52	2041	10
53	2042	10
54	2043	10
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56	2045	10
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59	2048	10
60	2049	10
61	2050	10
62	2051	10
63	2052	10
64	2053	10
65	2054	10
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67	2056	10
68	2057	10
69	2058	10
70	2059	10
71	2060	10
72	2061	10
73	2062	10
74	2063	10
75	2064	10
76	2065	10
77	2066	10
78	2067	10
79	2068	10
80	2069	10
81	2070	10
82	2071	10
83	2072	10
84	2073	10
85	2074	10
86	2075	10
87	2076	10
88	2077	10
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90	2079	10
91	2080	10
92	2081	10
93	2082	10
94	2083	10
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98	2087	10
99	2088	10
100	2089	10
101	2090	10
102	2091	10
103	2092	10
104	2093	10
105	2094	10
106	2095	10
107	2096	10
108	2097	10
109	2098	10
110	2099	10
111	2100	10
112	2101	10
113	2102	10
114	2103	10
115	2104	10
116	2105	10
117	2106	10
118	2107	10
119	2108	10
120	2109	10
121	2110	10
122	2111	10
123		

ATTEST:

Clerk of House

	Concurrence	Years	Nays
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9
10	10	10	10
11	11	11	11
12	12	12	12
13	13	13	13
14	14	14	14
15	15	15	15
16	16	16	16
17	17	17	17
18	18	18	18
19	19	19	19
20	20	20	20
21	21	21	21
22	22	22	22
23	23	23	23
24	24	24	24
25	25	25	25
26	26	26	26
27	27	27	27
28	28	28	28
29	29	29	29
30	30	30	30
31	31	31	31
32	32	32	32
33	33	33	33
34	34	34	34
35	35	35	35
36	36	36	36
37	37	37	37
38	38	38	38
39	39	39	39
40	40	40	40
41	41	41	41
42	42	42	42
43	43	43	43
44	44	44	44
45	45	45	45
46	46	46	46
47	47	47	47
48	48	48	48
49	49	49	49
50	50	50	50
51	51	51	51
52	52	52	52
53	53	53	53
54	54	54	54
55	55	55	55
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57	57	57	57
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62	62	62	62
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64	64	64	64
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66	66	66	66
67	67	67	67
68	68	68	68
69	69	69	69
70	70	70	70
71	71	71	71
72	72	72	72
73	73	73	73
74	74	74	74
75	75	75	75
76	76	76	76
77	77	77	77
78	78	78	78
79	79	79	79
80	80	80	80
81	81	81	81
82	82	82	82
83	83	83	83
84	84	84	84
85	85	85	85
86	86	86	86
87	87	87	87
88	88	88	88
89	89	89	89
90	90	90	90
91	91	91	91
92	92	92	92
93	93	93	93
94	94	94	94
95	95	95	95
96	96	96	96
97	97	97	97
98	98	98	98
99	99	99	99
100	100	100	100

ATTEST: _____

Clerk of House

IN SENATE

Received

Committee on

☐ Favorably

☐ Unfavorably

☐ Without Opinion

☐ With Amendments ☐ Substitute

	2nd Reading	Posted
10-17-98	10-17-98	10-17-98
10-18-98	10-18-98	10-18-98
10-19-98	10-19-98	10-19-98
10-20-98	10-20-98	10-20-98
10-21-98	10-21-98	10-21-98
10-22-98	10-22-98	10-22-98
10-23-98	10-23-98	10-23-98
10-24-98	10-24-98	10-24-98
10-25-98	10-25-98	10-25-98
10-26-98	10-26-98	10-26-98
10-27-98	10-27-98	10-27-98
10-28-98	10-28-98	10-28-98
10-29-98	10-29-98	10-29-98
10-30-98	10-30-98	10-30-98
10-31-98	10-31-98	10-31-98
11-01-98	11-01-98	11-01-98
11-02-98	11-02-98	11-02-98
11-03-98	11-03-98	11-03-98
11-04-98	11-04-98	11-04-98
11-05-98	11-05-98	11-05-98
11-06-98	11-06-98	11-06-98
11-07-98	11-07-98	11-07-98
11-08-98	11-08-98	11-08-98
11-09-98	11-09-98	11-09-98
11-10-98	11-10-98	11-10-98
11-11-98	11-11-98	11-11-98
11-12-98	11-12-98	11-12-98
11-13-98	11-13-98	11-13-98
11-14-98	11-14-98	11-14-98
11-15-98	11-15-98	11-15-98
11-16-98	11-16-98	11-16-98
11-17-98	11-17-98	11-17-98
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11-24-98	11-24-98	11-24-98
11-25-98	11-25-98	11-25-98
11-26-98	11-26-98	11-26-98
11-27-98	11-27-98	11-27-98
11-28-98	11-28-98	11-28-98
11-29-98	11-29-98	11-29-98
11-30-98	11-30-98	11-30-98
12-01-98	12-01-98	12-01-98
12-02-98	12-02-98	12-02-98
12-03-98	12-03-98	12-03-98
12-04-98	12-04-98	12-04-98
12-05-98	12-05-98	12-05-98
12-06-98	12-06-98	12-06-98
12-07-98	12-07-98	12-07-98
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12-14-98	12-14-98	12-14-98
12-15-98	12-15-98	12-15-98
12-16-98	12-16-98	12-16-98
12-17-98	12-17-98	12-17-98
12-18-98	12-18-98	12-18-98
12-19-98	12-19-98	12-19-98
12-20-98	12-20-98	12-20-98
12-21-98	12-21-98	12-21-98
12-22-98	12-22-98	12-22-98
12-23-98	12-23-98	12-23-98
12-24-98	12-24-98	12-24-98
12-25-98	12-25-98	12-25-98
12-26-98	12-26-98	12-26-98
12-27-98	12-27-98	12-27-98
12-28-98	12-28-98	12-28-98
12-29-98	12-29-98	12-29-98
12-30-98	12-30-98	12-30-98
12-31-98	12-31-98	12-31-98

3rd Reading

Recommitted/Reassigned

Returned to Rules

Other Action

Amendments Adopted

Substitute Adopted

Figure 1

Passage	Days
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10
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98	98
99	99
100	100

ATTEST:

Click of Sellate

67

A

	AA	CI	FN	HM	LM
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A RESOLUTION

**COMMONWEALTH OF KENTUCKY
2002 Regular Session
GENERAL ASSEMBLY**

INTRODUCED

Primary Sponsor(s):

Representative

Representative

Date	Referred
1997	1997
1998	1998
1999	1999
2000	2000
2001	2001
2002	2002
2003	2003
2004	2004
2005	2005
2006	2006
2007	2007
2008	2008
2009	2009
2010	2010
2011	2011
2012	2012
2013	2013
2014	2014
2015	2015
2016	2016
2017	2017
2018	2018
2019	2019
2020	2020
2021	2021
2022	2022
2023	2023
2024	2024
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2034	2034
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2036	2036
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2038	2038
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2041	2041
2042	2042
2043	2043
2044	2044
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2061	2061
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2063	2063
2064	2064
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2068	2068
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2077	2077
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2092	2092
2093	2093
2094	2094
2095	2095
2096	2096
2097	2097
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2100	2100
2101	2101
2102	2102
2103	2103
2104	2104
2105	2105
2106	2106
2107	2107
2108	2108
2109	2109
2110	2110
2111	2111
2112	2112
2113	2113
2114	2114
2115	2115
2116	2116
2117	2117
2118	2118
2119	2119
2120	2120
2121	2121
2122	2122
2123	2123
2124	2124
2125	2125
2126	2126
2127	2127
2128	2128
2129	2129
2130	2130
2131	2131
2132	2132
2133	2133
2134	2134
2135	2135
2136	2136
2137	2137
2138	2138
2139	2139
2140	2140
2141	2141
2142	2142
2143	2143
2144	2144
2145	2145
2146	2146
2147	

Committee on

Reported	<input type="checkbox"/> Favorably
_____	_____

☐ Unfavorably

☐ Without Opinion

☐ With Amendments ☐ Substitute

2nd Reading	Posted

3rd Reading

Recommitted/Reassigned

Returned to Rules

Other Action

Amendments Adopted

Substitute Adopted

Passage	Years	Days
1	1978	1978
2	1979	1979
3	1980	1980
4	1981	1981
5	1982	1982
6	1983	1983
7	1984	1984
8	1985	1985
9	1986	1986
10	1987	1987
11	1988	1988
12	1989	1989
13	1990	1990
14	1991	1991
15	1992	1992
16	1993	1993
17	1994	1994
18	1995	1995
19	1996	1996
20	1997	1997
21	1998	1998
22	1999	1999
23	2000	2000
24	2001	2001
25	2002	2002
26	2003	2003
27	2004	2004
28	2005	2005
29	2006	2006
30	2007	2007
31	2008	2008
32	2009	2009
33	2010	2010
34	2011	2011
35	2012	2012
36	2013	2013
37	2014	2014
38	2015	2015
39	2016	2016
40	2017	2017
41	2018	2018
42	2019	2019
43	2020	2020
44	2021	2021
45	2022	2022
46	2023	2023
47	2024	2024
48	2025	2025
49	2026	2026
50	2027	2027
51	2028	2028
52	2029	2029
53	2030	2030
54	2031	2031
55	2032	2032
56	2033	2033
57	2034	2034
58	2035	2035
59	2036	2036
60	2037	2037
61	2038	2038
62	2039	2039
63	2040	2040
64	2041	2041
65	2042	2042
66	2043	2043
67	2044	2044
68	2045	2045
69	2046	2046
70	2047	2047
71	2048	2048
72	2049	2049
73	2050	2050
74	2051	2051
75	2052	2052
76	2053	2053
77	2054	2054
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82	2059	2059
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104	2081	2081
105	2082	2082
106	2083	2083
107	2084	2084
108	2085	2085
109	2086	2086
110	2087	2087
111	2088	2088
112	2089	2089
113	2090	2090
114	2091	2091
115	2092	2092
116	2093</	

ATTEST:

Clerk of House

Concurrence _____ Years _____ Days _____

ATTEST:

Clerk of House

IN SENATE

Received

Committee on

Reported ☐ Favorably

☐ Unfavorably

☐ Without Opinion

☐ With Amendments ☐ Substitute

2nd Reading	Posted

3rd Reading

Recommitted/Reassigned

Returned to Rules

Other Action

Amendments Adopted

Substitute Adopted

[illegible]

ATTEST:

Clerk of Senate

Clerk of Senate

IN HOUSE

Regular Session 2004

BILL

HOUSE

NO. _____

RESOLUTION

_____, 2004

Representative(s)

Adams, John W.	Couch, Tim	Horlander, Dennis	Richards, Jody
Adams, Royce W.	Crall, Brian	Jenkins, Joni L.	Riggs, Steven
Adkins, Rocky	Crenshaw, Jesse	Kerr, Thomas	Riner, Tom
Arnold, Adrian K.	Crimm, Ron	Lee, Jimmie	Siler, Charles L.
Arnold, John	Damron, Robert R.	Lee, Stan	Simpson, Arnold R.
Ballard, Joseph E.	Denham, Mitchel	Lindsay, Gross C.	Sims, Dottie J.
Barrows, Joe	DeWeese, Bob M.	Marcotte, Paul H.	Smith, Ancel
Bather, Paul	Draud, Jon	Marzian, Mary Lou	Smith, Brandon
Baugh, Sheldon E.	Edmonds, Ted	McKee, Thomas M.	Stacy, John Will
Belcher, Carolyn	Embry, C.B.	Meeks, Reginald K.	Stein, Kathy W.
Bratcher, Kevin D.	Farmer, Bill	Miller, Charles	Stewart, Jim, III
Brinkman, Scott W.	Feeley, Tim	Moberly, Harry, Jr.	Thomas, Roger
Bruce, James E.	Fischer, Joseph M.	Mobley, Russ	Thompson, Jim
Buckingham, Robert	Ford, Danny R.	Montell, Brad	Thompson, Tommy
Burch, Thomas J.	Geveden, Charles	Napier, Lonnie	Turner, Tommy
Butler, Denver	Gooch, Jim, Jr.	Nelson, Rick	Upchurch, Ken
Butler, Dwight D.	Graham, Derrick	Nesler, Fred	Vincent, John
Callahan, Jim	Gray, J. R.	Nunn, Stephen R.	Walton, Charlie
Cherry, Mike	Hall, W. Keith	Palumbo, Ruth Ann	Wayne, Jim
Clark, Larry	Harmon, Mike	Pasley, Don	Weaver, Mike
Clark, Perry B.	Harper, Mary	Pullin, Tanya	Webb, Robin L.
Coleman, Jack L.	Haydon, Jodie	Rader, Marie L.	Westrom, Susan
Collins, Hubert	Higdon, Jimmy	Rand, Rick	Wilkey, Rob
Comer, James R.	Hoffman, Charlie	Rasche, Frank	Yonts, Brent
Cornett, Howard	Hoover, Jeffrey	Reinhardt, Jon	

introduced the following (bill, resolution) which was ordered to be printed.

REPORT OF COMMITTEE
March 6, 2001

Tourism Development and Energy (H)	SB 69		should pass	
Tourism Development and Energy (H)	SCR 24		should pass	HCA 1
Elections, Const. Amendments & Intergovernmental Affairs (H)	SB 169		should pass	
Elections, Const. Amendments & Intergovernmental Affairs (H)	SB 185		should pass	HCA 1
Elections, Const. Amendments & Intergovernmental Affairs (H)	SB 188		should pass	
Seniors, Military Affairs and Public Safety (H)	SB 124		should pass	
Appropriations and Revenue (H)	SB 2	RECOMMITTED	should pass	HCS 1
Appropriations and Revenue (H)	SB 47	RECOMMITTED	should pass	(HCS 1) HCS 2
Appropriations and Revenue (H)	SB 74	RECOMMITTED	should pass	
Appropriations and Revenue (H)	SCR 41		should pass	HCA 1
State Government (H)	HR 127		should pass	HCS 1 HCA 1T
State Government (H)	SB 5		should pass	
State Government (H)	SB 20		should pass	HCA 1, 2



GENERAL ASSEMBLY

COMMONWEALTH OF KENTUCKY

2001 REGULAR SESSION

HOUSE BILL NO. 353

TUESDAY, FEBRUARY 27, 2001

The following bill was reported to the Senate from the House and ordered to be printed.

Frankfort, Ky.

Received of the House Clerk

Frankfort, Ky. *February 27, 2001*

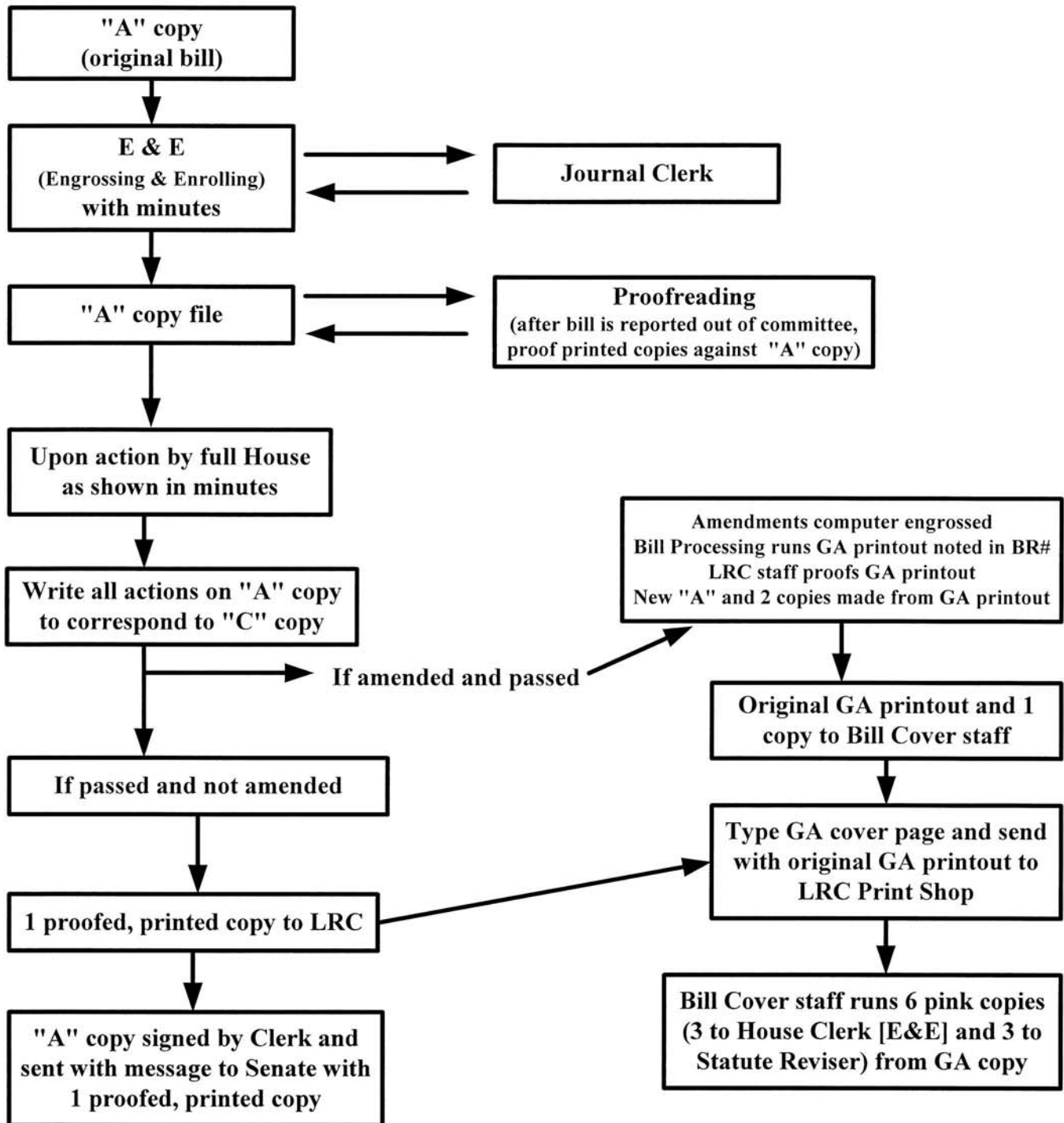
Received of House Clerk

HB-10	HB-284	HJR-33
HB-23	HB-296	HJR-44
HB-46	HB-297	HJR-81
HB-64	HB-300	HJR-91
HB-75	HB-324	
HB-93	HB-334	
HB-144	HB-335	
HB-164	HB-343	
HB-191	HB-347	
HB-195	HB-356	
HB-224	HB-352	
HB-238	HB-370	
HB-240	HCR-17	
HB-254	HCR-69	
HB-278	HCR-92	<i>Barbara Jorgensen</i>

Secretary of State

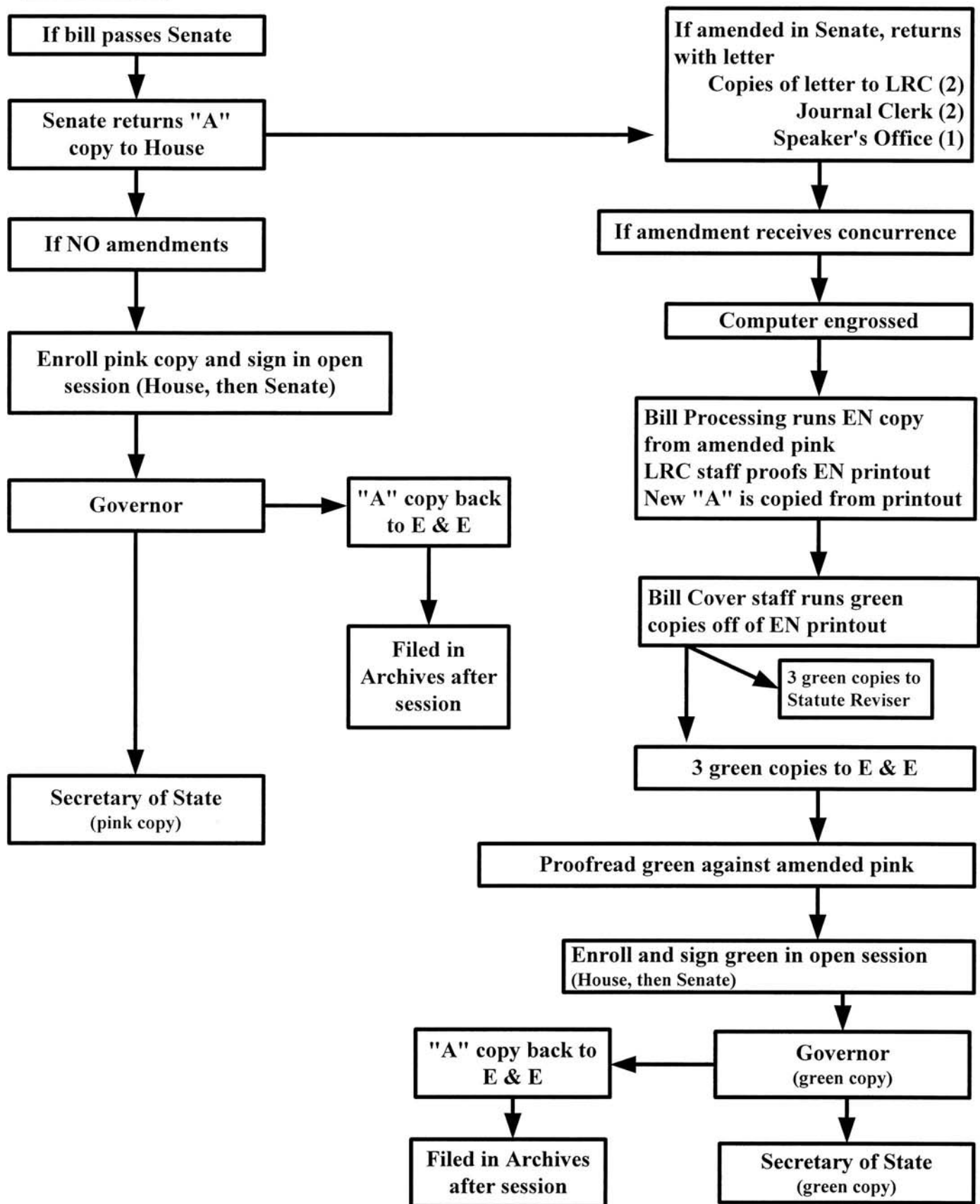
Senate Clerk 2:15 p.m.

BILL FLOW CHART

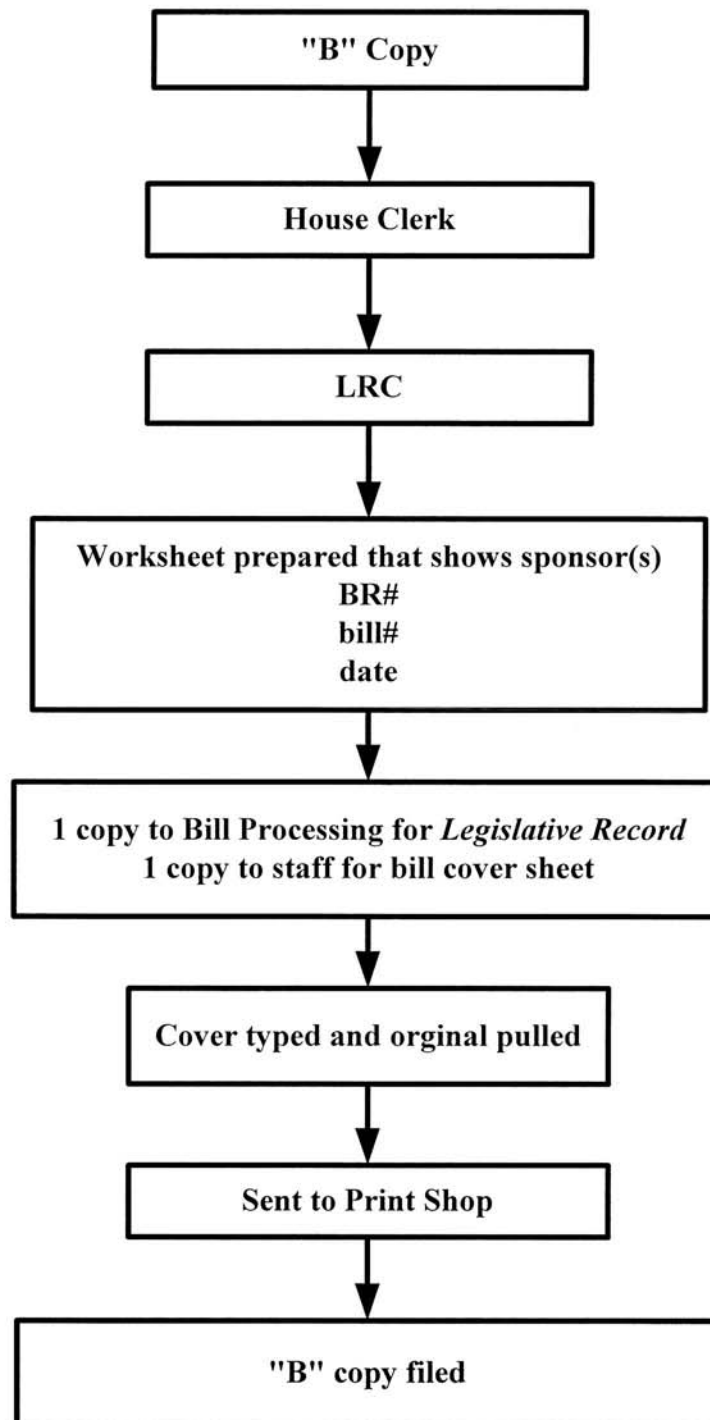


"A" continued on next page

"A" continued



(E & E Clerk delivers the final bill to either the Governor or the Secretary of State)



***SPONSORS:** Only those who sign jackets are listed on bill; co-sponsors added later show up only in *Legislative Record* and *House and Senate Journals*

INFORMATION USED AND FILED BY THE E & E OFFICE

Proofed printed copies of House Committee Substitutes for Senate Bills

Senate Committee Substitutes not passed by House (pinks)

Proofed printed copies of House Bills and Resolutions (delivered by the House Bill Room and put in cabinets for Proofing)

Enrolled House Bills (pinks and greens), with date to Governor on folders

House Bills to Secretary of State (pinks and greens), with action noted on folders

Senate Bills vetoed and Senate Bills overridden, with all corresponding information and action noted on folders

Conference Bills (pinks and greens), with information noted on all folders

Daily Files

Copies of House Minutes (received from House Floor)

"C" copies of bills and amendments (received from House Floor)

House Referrals (Received from the Speaker's Office)

Reports of Committees (In-house/E & E)

Committee on Rules Report (received from Bill Control)

Orders of the Day (received from Bill Control)

Postings for Committee Consideration (received from House Floor)

Rules Committee Report (received from Bill Control)

Senate Letters (received from House Floor)

Receipts from Senate (received from House Floor)

"A" copy and one proofed printed copy of Senate Bills (received from House Floor)

Receipt Books (maintained by E & E)

Roll Calls (received from House Floor)

Conference Committee Reports (received from House Committee Secretaries)

Certificates of Election (received from House Floor)

Vetoed messages (received from Chief House Clerk or LRC)

Governor's State of the Commonwealth, State of the Legislature, State of the Judiciary
Addresses, etc. (received from House Floor)

All "A" copies, with the "C" copies folded inside, including all corresponding letters and information, are filed in cabinets in the E & E Office for Archives. House and Senate Bills are filed in the appropriate drawer, according to the last action taken upon *sine die*.

Date Referred
Received _____

SENATE BILL NO. _____

AN ACT relating to.

Committee on _____

SENATE RES.NO. _____

Reporte d _____
☐ Favorably
☐ Unfavorably ☐ Without Opinion
☐ W/ Amendments ☐ Substitute

A Resolution to

2nd Reading _____ Posted _____

3rd Reading _____

Recommitted/Reassigned _____

Returned to Rules _____

Other Action _____

Amendments Adopted _____

Substitute Adopted _____

Passage _____ Years _____ Days _____

ATTEST: _____
Clerk of the House

GENERAL ASSEMBLY IN HOUSE

INFORMATION USED AND FILED BY THE JOURNAL CLERK

Forms Received in Journal Office from E & E and Returned to E & E

Senate Messages

Postings for Consideration

"A" copies of Bills and Resolutions

Receipts from Senate

Forms Received in Journal Office from E & E and Not Returned (Some of these are just discarded and some are inserts.)

Citations

Committee Amendments

Floor Amendments

Conference Committee Reports

Messages from the Governor (sometimes received from LRC)

Senate Amendments

Committee Reports from E & E (in-house)

Committee of Rules Report

Reference of Bills and Resolutions

Receipts of Enrolled Bills (Senate and House) from E & E

Joint Session Addresses, etc. (received from Chief House Clerk or E & E)

Forms Received from E & E and Retained in Journal Office

Minute Sheets

Co-sponsors

Roll Calls

Vote Changes

Forms Received from Chief Clerk and Retained in Journal Office

Absentees

The Calendar and Consent Calendar taken from the Minute Sheets

FEBRUARY 7, 2001

SIXTH LEGISLATIVE DAY

The House was called to order by Speaker Richards.

Prayer by Reverend Alan Sorem, South Frankfort Presbyterian Church, Frankfort.

The Speaker led the members in the Pledge of Allegiance to the Flag.

The roll was called. All members present except Representatives Bratcher, Coleman, Ford, Haydon, and Meeks.

Representative Ballard moved that the absent members be granted leave of absence in accordance with the rules of the House. Agreed.

Representative Ballard moved that the reading of the Journal of February 6, 2001, be dispensed with and the same approved. Agreed.

Representative Ballard moved that the Rules be suspended for the purpose of making a motion concerning co-sponsors. Agreed.

Representative Ballard moved that all properly filed co-sponsor requests be approved. Agreed.

Introduction of Bills and Resolutions

HB 188, by Representatives Collins, Hall, Colter, Childers, Palmer, Miller, Lee, and Jenkins: AN ACT relating to school safety.

HB 189, by Representatives Fischer, Kerr, Baugh, Treesh, Brinkman, Crall, Riner, Cornett, Reinhardt, Bratcher, Tapp, Walton and Marcotte: AN ACT relating to crimes and punishments.

HB 190, by Representative Fischer: AN ACT to promote the uniform application of civil rights laws in the Commonwealth.

HB 191, by Representatives Webb, Weaver, Heleringer, Bratcher, and Miller: AN ACT relating to high school athletics.

HB 192, by Representatives Webb, Wilkey, Hoover, Stein, and J. Turner: AN ACT relating to driving under the influence.

HB 193, by Representatives R. Adams, Kerr, and Haydon: AN ACT relating to cellular antenna towers.

HB 194, by Representative Heleringer: AN ACT relating to campaign expenditures.

HJR 44, by Representative Cornett: A JOINT RESOLUTION posthumously honoring James Gregory Horn of Dry Fork, Kentucky.

HCR 45, by Representatives Siler, L. Belcher, Hoover, Upchurch: A CONCURRENT RESOLUTION commending the Beaver Creek Native American Tribe, Inc.

Reference of Bills to Committee

The Clerk reported that the Committee on Committees has referred the following Bills and Resolutions:

Agriculture and Small Business: **HB 158, HB 176, HB 186, HCR 42**

Appropriations and Revenue: **HB 150, HB 154, HB 159, HB 163, HB 182, HB 183, HCR 25, HCR 30**

Banking and Insurance: **HB 148, HB 152, HB 174**

Education: **HB 141, HB 173, HB 185, HCR 29, HCR 35, HCR 36**

Elections and Constitutional Amendments and Intergovernmental Affairs: **HB 155, HB 162**

Health and Welfare: **HB 138, HB 145, HB 175, HB 184**

Judiciary: **HB 142, HB 144, HB 149, HB 151, HB 153, HB 160, HB 178, HB 179, HB 180, HB 187, HCR 28, HJR 38**

Licensing and Occupations: **HB 140, HB 161, HB 164**

Local Government: **HB 147, HB 156, HB 165**

Natural Resources and Environment: **HB 143**

State Government: **HB 139, HB 146, HB 166, HB 167, HB 168, HB 169, HB 170, HB 171, HB 172, HB 177, HB 181, HCR 24, HJR 37**

Tourism Development and Energy: **HB 157, HCR 32, HCR 34**

Transportation: **HJR 33**

House Floor: **HR 27, HR 43**

Posting of Bills and Resolutions for Consideration

The Clerk announced that the following Bills have been posted for Committee consideration:

Banking and Insurance: **HB 133, HB 83**

Report of Committee

The Committee on Seniors, Military Affairs and Public Safety reported **HB 29, HB 40, and HB 103**, with Committee Substitute attached thereto, with the expression of opinion that the same should pass. Read at length for the first time and ordered placed in the Calendar.

(Insert No. 1- **HB 29**)

HB 29, <<BR023700.100>>

(Insert No. 2 - **HB 40**)

HB 40, <<BR004000.100>>

(Insert No. 3 - **HB 103**)

HB 103, <<BR018200.100>>

The Committee Substitute to **HB 103** is as follows:

(Insert No. 4 - **HCS 1** to **HB 103**)

HB 103, <<HB010330.100>>

The Committee on Education reported **HB 17**, with Committee Substitute attached thereto, **HB 62**, with Committee Amendment attached thereto, **HB 66**, **HCR 12**, **HCR 13**, **HCR 14**, **HCR 15**, and **HCR 16** with the expression of opinion that the same should pass. Read at length for the first time and ordered placed in the Calendar.

(Insert No. 5 - **HB 17**)

HB 17, <<BR006900>>

The Committee Substitute to **HB 17** is as follows:

(Insert No. 6 - Committee Substitute to **HB 17**)

HB 17, <<BR001730.100>>

(Insert No. 7 - **HB 62**)

HB 62, <<BR002200.100>>

The Committee Amendment No. 1 to **HB 62** is as follows:

(Insert No . 8 - Committee Amendment No. 1 to **HB 62**)

{{013926}}

(Insert No. 9 - **HB 66**)

HB 66, <<BR028700.100>>

(Insert No. 10 - **HCR 12**)

HCR 12, <<BR014200.100>>

(Insert No. 11 - **HCR 13**)

HCR 13, <<BR012900.100>>

(Insert No. 12 - **HCR 14**)

HCR 14, <<BR012800.100>>

(Insert No. 13 - **HCR 15**)

HCR 15, <<BR012700.100>>

(Insert No. 14 - **HCR 16**)

HCR 16, <<BR012600.100>>

The Committee on State Government reported **HB 13**, **HB 51**, **HB 78**, **HB 86**, **HB 87**, **HB 88**, with Committee Amendment attached thereto, **HB 89**, **HB 90**, **HB 91**, **HB 92**, **HB 95**, **HB 96**, with Committee Amendment attached thereto, **HB 97**, with Committee Substitute attached thereto, and **HB 98**, with Committee Amendment attached thereto, with the expression of opinion that the same should pass. Read at length for the first time and ordered placed in the Calendar.

(Insert No. 15 - **HB 13**)

HB 13, <<BR017600.100>>

(Insert No. 16 - **HB 51**)

HB 51, <<BR001100.100>>

(Insert No. 17 - **HB 78**)

HB 78, <<BR050500.100>>

(Insert No. 18 - **HB 86**)

HB 86, <<BR051200.100>>

(Insert No. 19 - **HB 87**)

HB 87, <<BR051400.100>>

(Insert No. 20 - **HB 88**)

HB 88, <<BR050200.100>>

The Committee Amendment No. 1 to **HB 88** is as follows:

(Insert No. 21 - Committee Amendment No. 1 to **HB 88**)

{{013912}}

(Insert No. 22 - **HB 89**)

HB 89, <<BR050000.100>>

(Insert No. 23 - **HB 90**)

HB 90, <<BR051000.100>>

(Insert No. 24 - **HB 91**)

HB 91, <<BR051300.100>>

(Insert No. 25 - **HB 92**)

HB 92, <<BR050800.100>>

(Insert No. 26. - **HB 95**)

HB 95, <<BR050600.100>>

(Insert No. 27 - **HB 96**)

HB 96, <<BR050400.100>>

The Committee Amendment No. 1 to **HB 96** is as follows:

(Insert No. 28 - Committee Amendment No. 1 to **HB 96**)

{{013927}}

(Insert No. 29 - **HB 97**)

HB 97, <<BR050300.100>>

The Committee Substitute to **HB 97** is as follows:

(Insert No. 30 - Committee Substitute to **HB 97**)

HB 97, <<HB009730.100>>

(Insert No. 31 - **HB 98**)

HB 98, <<BR050100.100>>

The Committee Amendment No. 1 to **HB 98** is as follows:

(Insert No. 32 - Committee Amendment No. 1 to **HB 98**)

{{013889}}

Motions, Petitions and Communications

Representative Stumbo moved that the three day posting requirement be waived on **HJR 19**. Agreed.

Representative Stumbo moved that the three day posting requirement be waived on **HCR 46**. Agreed.

Representative Riggs moved that **HB 35** be withdrawn. Agreed.

Representative Westrom moved that the rules be suspended to act upon a Resolution. Agreed.

Representative Westrom moved the adoption of the following **HR 43**:

(Insert No. 33 - **HR 43**)

HR 43, <<BR046800.100>>

There being no objection **HR 43** was adopted.

Representative Stewart moved that the rules be suspended to act upon a Legislative Citation. Agreed.

Representative Stewart moved the adoption of the following **Legislative Citation No. 9.**

The House of Representatives of the Commonwealth of Kentucky does hereby adjourn this legislative day in memory and honor of Warren A. Pursifull and respectfully joins with Representative Jim Stewart and Representative Rick Nelson in expressing its deepest sympathy to his loving mother, Beulah Warren Pursifull; devoted brothers, Dr. Brent Pursifull and James R. Pursifull, and sisters-in-law, Jodi Pursifull and Susie Pursifull; cherished nephews Trevor, Chase and Jimmy; aunts, Kitty Davis and Dorcas Warren; special friends, Elizabeth Greene and Christine Johnson; and to a host of friends who all share in the great and untimely loss on the passing of this bright and talented citizen, the son of the late James A. Pursifull. The Valedictorian of his graduating class at Bell County High School, he attended Union College and was a successful businessman who had entered the communications field in 1971 at the age of eleven, where he was featured as the youngest disc jockey in the Nation. He was publisher of the Cumberland Trading Post for several years, owned WFXV and WXJB radio stations in Middlesboro and WANO radio station in Pineville. Always active in the community, he served on the Board of Directors of the KMLF, as Chairman of the Bell County Tourism Commission and was a member of the Bell County Young Republicans and the Bell County Chamber of Commerce. Honored and remembered on this day as a most beloved citizen of this Commonwealth, Warren A. Pursifull will be deeply missed by all those whose lives

were touched by his remarkable presence. Done in Frankfort, Kentucky, this seventh day of February, in the year two thousand and one.

Legislative Citation No. 9 was adopted without objection.

Representative Colter moved that **HB 73** be withdrawn. Agreed.

Representative Stumbo moved that the three day posting requirement be waived on **HB 20**. Agreed.

Representative Stumbo moved that the rules be suspended for Introduction of Bills and Resolutions, Report of Committees and Posting of Bills and Resolutions for Consideration. Agreed.

Introduction of Bills and Resolutions (Continued)

HB 195, by Representative Simpson: AN ACT relating to real property.

HB 196, by Representative Westrom: AN ACT relating to youth wilderness programs.

HB 197, by Representatives Vincent, Wilkey: AN ACT relating to subrogation.

HB 198, by Representative Burch: AN ACT relating to early childhood development.

HB 199, by Representative Burch: AN ACT relating to acts of terrorism involving chemical or biological agents.

HB 200, by Representatives Branham, Hall: AN ACT relating to retirement.

HB 201, by Representative Moberly: AN ACT relating to sales and use tax and declaring an emergency.

HB 202, by Representatives Branham, Stein: AN ACT relating to crimes and punishments.

HB 203, by Representatives Wilkey, Thomas, Richards: AN ACT relating to the Judicial Branch Budget and declaring an emergency.

HB 204, by Representative Draud: AN ACT relating to criminal records checks.

HB 205, by Representative Marzian: AN ACT relating to interscholastic athletics.

HB 206, by Representative Branham: AN ACT relating to crimes and punishments.

HB 207, by Representatives Wayne, Stumbo, Hoffman, Jenkins, Stein, Marzian, Gray, Bather, and L. Clark: AN ACT relating to economic development.

HB 208, by Representative Richards: AN ACT relating to income taxes.

HB 209, by Representatives Thomas, A. Arnold, Geveden, McKee, Nunn, Wilkey, J. Adams, Sims, Adkins, Vincent, C. Belcher, Napier, Moberly, Denham, J. Arnold, Nesler, Yonts, Cherry, Gooch, R. Adams, Upchurch, Barrows, Tapp, and T. Turner: AN ACT relating to income taxes and declaring an emergency.

HB 210, by Representatives Draud and Callahan: AN ACT relating to the salaries of nonelected city officers.

HB 211, by Representative Riggs: AN ACT relating to local alcoholic beverage control administrators and investigators.

HB 212, by Representative Branham: AN ACT relating to crimes and punishments.

HB 213, by Representative Jenkins: AN ACT relating to the publishing of ordinances.

HB 214, by Representative Branham: AN ACT relating to workers' compensation.

HB 215, by Representatives S. Lee, Nelson, Mobley, Colter, Siler, Rader, Stewart, J. Turner, Damron, Tapp, Bowling, Buckingham, and Cornett: AN ACT relating to school employees.

HB 216, by Representative Branham: AN ACT relating to assault in the third degree.

HB 217, by Representatives Vincent and Branham: AN ACT relating to the waiver of sovereign immunity for motor vehicle liability claims to the extent of liability insurance coverage purchased.

HB 218, by Representative J. Arnold: AN ACT relating to administrative regulations.

HCR 46, by Representative R. Adams: A CONCURRENT RESOLUTION urging the United States Congress and the United States Department of Agriculture (USDA) to require that all type 31 burley tobacco sold be graded by a federal grader and that a grading fee be collected on all tobacco sold.

HCR 47, by Representative Thomas: A CONCURRENT RESOLUTION confirming the appointment of Howard "Eddie" Sellers III to the Kentucky Agricultural Development Board.

HCR 48, by Representative Thomas: A CONCURRENT RESOLUTION confirming the appointment of Willa H. Poynter to the Kentucky Agricultural Development Board.

HCR 49, by Representative Thomas: A CONCURRENT RESOLUTION confirming the appointment of Keith A. Jeffries to the Kentucky Agricultural Development Board.

HCR 50, by Representative Thomas: A CONCURRENT RESOLUTION confirming the appointment of Daniel C. Case to the Kentucky Agricultural Development Board.

HCR 51, by Representative Thomas: A CONCURRENT RESOLUTION confirming the appointment of Seth Allen Conner to the Kentucky Agricultural Development Board.

HCR 52, by Representative Thomas: A CONCURRENT RESOLUTION confirming the appointment of Sam Moore to the Kentucky Agricultural Development Board.

HCR 53, by Representative Thomas: A CONCURRENT RESOLUTION confirming the appointment of Michael L. Slaughter to the Kentucky Agricultural Development Board.

Posting of Bills and Resolutions for Consideration (Continued)

The Clerk announced that the following Bills and Resolutions have been posted for Committee consideration:

Transportation: **HJR 19**

Banking and Insurance: **HB 174**

Labor and Industry: **HB 54, HB 132**

Agriculture and Small Business: **HB 20, HB 100, HCR 42**

Representative Stumbo moved that the rules be suspended for the purpose of making a motion that when the House adjourns, it does so by voice vote. Agreed.

Motions, Petitions and Communications (Continued)

The following members filed requests to have their names added as co-sponsors of Bills under rules previously suspended:

HB 4: Representative Baugh

HB 16: Representative Baugh

HB 27: Representative P. Clark

HB 28: Representative Yonts

HB 38: Representative Webb

HB 42: Representatives C. Belcher

HB 49: Representatives Baugh, Nelson

HB 50: Representatives A. Arnold, C. Belcher, D. Butler, L. Clark, Crall,
Deweese, Feeley, J. Lee, Lindsay, Marcotte, Moberly, Nunn,
Rasche, Siler, Thomas, Yonts

HB 62: Representative Colter

HB 70: Representative Brinkman

HB 76: Representatives C. Belcher, Branham, Brinkman, Colter, Cornett,
Fischer, Hoffman, Kerr, J. Lee, McKee, Miller, Siler, Stewart, Tapp,
Thompson, Walton

HB 82: Representative Nelson

HB 84: Representative Colter

HB 100: Representative Upchurch

HB 101: Representative Denham

HB 105: Representative Riggs

HB 106: Representative Nelson

HB 107: Representative Colter

HB 109: Representative Brinkman

HB 115: Representative Nelson

HB 119: Representatives Branham, Cherry

- HB 121:** Representative Colter
- HB 140:** Representatives Adkins, C. Belcher, Branham, Brinkman, Callahan, Crimm, Damron, Feeley, Gray, Hoover, Nesler, Palmer
- HB 149:** Representative Crimm
- HB 164:** Representative Crimm
- HB 209:** Representative Crenshaw
- HCR 42:** Representative Ballard
- HCR 46:** Representatives J. Adams, Barrows, Baugh, Bruce, D. D. Butler, Cherry, Childers, Damron, Denham, Gooch, Graham, McKee, Moberly, Nunn, Rader, Scott, Stewart, Thomas, Treesh, Webb, Westrom,

Announcements

The following meetings were announced:

Transportation, 10:00 AM, Room 129, February 8, 2001

Agriculture and Small Business, Noon, Room 129, February 8, 2001

Health and Welfare, upon adjournment, Room 125, February 7, 2001

Elections, Constitutional Amendments and Intergovernmental Affairs, 10:00 AM, Room 125, February 8, 2001

Jefferson County Delegation, upon adjournment, Room 131, February 7, 2001

Appropriations and Revenue, February 13, 2001

Local Government, 8:30 AM, Room 129, February 8, 2001

Adjournment

Representative Stumbo moved that the House adjourn until 2:00 PM, February 8, 2001.

The motion that the House adjourn until 2:00 PM, February 8, 2001, was adopted by voice vote.

House Bill Room Distribution

Morning Distribution:

Collated Copies

Annex

Number of copies	Type of information	Location	Contact Person
13 copies	Bills, resolutions, amendments, committee substitutes, notes	Library, Annex	Judy Thompson ext. 481

Capitol

Number of copies	Type of information	Office	Location
1 copy	Bills, resolutions, amendments	Rep. Stumbo Floor Leader	Room 304
1 copy	Bills, resolutions, amendments, notes	Rep. L. Clark Spkr. Pro Tem	Room 305
1 copy	Bills, resolutions, amendments, notes	Rep. Barrows Caucus Chr.	Room 305
2 copies	Bills, resolutions,	Speaker's Office	Room 309
1 copy	Bills, resolutions,	Bill Analyst	Room 433
1 copy	Bills, resolutions	Bill Control	4th floor, HCSS

Uncollated copies

10 copies	Bills, resolutions, amendments, notes	Judy Thompson	Library, Annex
8 copies	Bills, resolutions, committee substitutes	Proofing	File Cabinet, off Lobby G

Afternoon Distribution and Preparation:

Number of copies	Types of information	Location	Contact Person
See distribution list to committee secretaries	Bills referred to committee	Bookcase off Lobby G	House Clerk Services (Adanna Hydes)
5 sets	Orders of the Day	Library, Annex	Judy Thompson ext. 481
10 copies	Amendments received that day, placed in individual labeled folders	Library, Annex	Judy Thompson ext. 481
4 copies	Bills, cs, amend, resolutions, that are posted to the Orders of the Day	House Bill Room (Emergency books)	

Bill Distribution to Committees

Committee	Number of Bills	Secretary	Room #	Phone
Agriculture and Small Business	25	Sheri Mahan	127 Annex	427
A & R	33	Kathy King	130 Annex	508
Banking and Insurance	25	Jamie Griffin	Lobby H	364
Economic Development	28	Jessica Graves	Lobby A	384
Education	31	Lisa Moore	105 Annex	417
Elections and Constitutional Amendments	15	Terisa Roland	Lobby C	538
Health and Welfare	26	Gina Rigsby	101 Annex	499
Judiciary	27	Lisa Fenner	Lobby B	443
Labor and Industry	20	Reni Krey	Lobby E	522
Licensing and Occupations	20	Susan Cunningham	Lobby A	375
Local Government	24	Cheryl Walters	18 Annex	555
Natural Resources and Environment	20	Sheri Mahan	127 Annex	427
Seniors, Military Affairs & Public Safety	25	Wanda Gay	Lobby E	772
State Government	28	Peggy Sciantarelli	Lobby D	351
Tourism Development and Energy	21	Kelly Blevins	127 Annex	471
Transportation	27	Linda Hughes	107 Annex	557
OEA (bills that are referred to Education)	1	Sue Mahoney	15 Annex	8167

Distribution numbers often change once session starts.

2004 REGULAR SESSION BILL LOG

[illegible]

HOUSE REFERRALS

TO:

COMMITTEE:

DATE:

H. B. #

H. R. #

S. B. #

S. R. #

REASSIGNED:

RECOMMITTED:

POSTED FOR CONSIDERATION:

WITHDRAWN FROM CONSIDERATION:

OTHER:

Senate Daily Action

Tuesday, February 11, 2003
Tenth Legislative Day

INTRODUCTIONS:

{
{
{
{
{
{

SB 156	Sen. Casebier	SR 66	Sen. Neal
SB 157	Sen. Stivers		

REFERRALS:

Agriculture and Natural Resources: SB 135, 136
Appropriations and Revenue: SB 124, 131
Banking and Insurance: SB 128
Education: SB 130, 132, 134
Health and Welfare: SCR 60
Judiciary: SB 123, 125, 129
State and Local Government: SB 133, 137
Transportation: SB 122, SJR 47, 48, 49, 54
To the Senate Floor: SR 62, 63

CONSENT CALENDAR (Second Reading):

SB 46	AN ACT relating to the Department of Military
SCS	Affairs. (Sen. Dan Seum)

REGULAR CALENDAR (Second Reading):

SB 47	AN ACT relating to the planning and zoning near military
SCA 1	installations. (Sen. Elizabeth Tori) LM

REQUEST FOR POSTING

To Chair of _____ **** COMMITTEE.

The undersigned requests that _____ **B *** Sponsored by

_____ pertaining to the subject of

be posted for committee consideration.

The following sponsor(s), individuals, agencies, or organizations may be available to make statements or offer testimony on the measure upon notification and at the request of the Chair or Committee.

1. _____
2. _____
3. _____
4. _____

The following exhibits are attached for committee consideration.

1. _____
2. _____
3. _____

This request filed with the Chair or Committee Secretary on this the _____ day of _____, _____.

SPONSOR OR FLOOR MANAGER _____

Received as filed at _____ o'clock _____, _____

Committee Secretary

Copies: Sponsor
Committee Chair
LRC Staff

REPORT OF COMMITTEE

Regular Session, 2004

The House Committee on Agriculture and Small Business

to which was referred HB ***

entitled _____

have had the same under consideration, and report it:

_____ With the expression of opinion that the same should pass.

_____ With the expression of opinion that _____ should pass as previously adopted by _____ Committee (*Recommitted bills only*).

_____ With the expression of opinion that the same should pass, with the committee amendment(s) _____ attached thereto.

_____ With the expression of opinion that the same should pass, with committee title amendment _____ attached thereto.

_____ With the expression of opinion that the same should pass, with the committee substitute _____ attached thereto.

_____ With the expression of opinion that the same should pass to consent calendar

_____ With the expression of opinion that the same should not pass.

Chairman

Date

Rep Royce Adams	Yes No Pass
Rep Adrian Arnold	Yes No Pass
Rep John Arnold Jr	Yes No Pass
Rep Sheldon Baugh	Yes No Pass
Rep James Bruce	Yes No Pass
Rep Dwight Butler	Yes No Pass
Rep Mike Cherry	Yes No Pass
Rep Jack Coleman	Yes No Pass
Rep James Comer	Yes No Pass
Rep Mike Denham	Yes No Pass
Rep Jimmy Higdon	Yes No Pass
Rep Charlie Hoffman	Yes No Pass
Rep Thomas McKee	Yes No Pass
Rep Brad Montell	Yes No Pass
Rep Fred Nesler	Yes No Pass

Rep Don Pasley	Yes No Pass
Rep Rick Rand	Yes No Pass
Rep Dottie Sims	Yes No Pass
Rep Tommy Turner	Yes No Pass
Rep Ken Upchurch	Yes No Pass
Rep Susan Westrom	Yes No Pass
Rep Roger Thomas, Chair	Yes No Pass
	Yes No Pass
	Yes No Pass
	Yes No Pass
	Yes No Pass
	Yes No Pass
	Yes No Pass
	Yes No Pass
	Yes No Pass

ROLL CALL
QUORUM

_____ Yes
_____ Yes

_____ No
102 _____ No

_____ Pass

COMMITTEE REPORT

Regular Session, 2004
Senate Committee on Agriculture and Natural Resources

HB ***

Title:

Senator _____ moved Senator _____ seconded

To report with expression of opinion same:

- ____ Should Pass
- ____ Should Pass/Consent Calendar
- ____ Should Pass With Amendment(s)
- ____ Should Pass With Title Amendment
- ____ Should Pass With Substitute

Motion to Report:

____ W/Out Expression of Opinion

	Yea	Nay	Pass
Sen David Boswell			
Sen Paul Herron Jr			
Sen Daniel Kelly			
Sen Robert Leeper			
Sen Vernie McGaha			
Sen Virgil Moore			
Sen Joey Pendleton			
Sen Tim Shaughnessy			
Sen Damon Thayer			
Sen Elizabeth Tori			
Sen Ernie Harris, Chair			
Totals			

Date

Chairman

Secretary

REQUEST OF COMMITTEE ON REPORTING "CONSENT" BILL

I, Senator Ernie Harris, Chairman of the Committee on Agriculture and Natural Resources, with unanimous consent of the members present at meeting of said Committee, do hereby report _____ as uncontested with the recommendation that it be placed on the Consent Calendar.

Chairman

ATTENDANCE ROLL CALL

Senate Agriculture and Natural Resources Committee

Date of Meeting: _____

Sen David Boswell

Sen Paul Herron Jr

Sen Daniel Kelly

Sen Robert Leeper

Sen Vernie McGaha

Sen Virgil Moore

Sen Joey Pendleton

Sen Tim Shaughnessy

Sen Damon Thayer

Sen Elizabeth Tori

Sen Ernie Harris, Chair

AMENDMENT ROLL CALL VOTING

Committee House Agriculture and Small Business

Bill # _____

Date: _____

[illegible]

GUEST LIST

MEETING:

DATE: ***

PLEASE PRINT

[illegible]

REQUEST TO COMMITTEE CHAIR
FOR "CONSENT" BILL

I, Representative ***, sponsor
of ** Bill or Resolution No. *** request that
the above numbered bill be considered as uncontested and reported by the Committee as
a "Consent" Bill.

Sponsor

REQUEST TO COMMITTEE CHAIR
REPORTING "CONSENT" BILL

I, Representative ****, Chair of the
Committee on ****, with unanimous
consent of the members present at meeting of said Committee, do hereby report
** Bill or Resolution No. *** as uncontested with the
recommendation that it be placed on the Consent Calendar.

Committee Chair

**SENATE COMMITTEE ON AGRICULTURE AND
NATURAL RESOURCES**

A g e n d a

Meeting No. 1

DATE:	Thursday January 8, 2004
TIME:	10:00 AM
PLACE:	Room 131 Annex

1. Call to order and roll call.
- 2.

January **, 2004

Sen./Rep. ****, this is to advise you that your bill

SB/HB *** has been referred to the Senate/House Standing Committee on

**** and will be

considered at our next meeting on January **, 2004

at 10:00 AM in Room 131/Capitol Annex.

If you will be unable to attend, please let me know.

Sen/Rep. ****
(Committee Chair)

SENATE MEMBERS

David L. Williams
President, LRC Co-Chair

Richard L. Roeding
President Pro Tem

Dan Kelly
Majority Floor Leader

Ed Worley
Minority Floor Leader

Charlie Borders
Majority Caucus Chairman

Johnny Ray Turner
Minority Caucus Chairman

Elizabeth Tori
Majority Whip

Bob Jackson
Minority Whip



LEGISLATIVE RESEARCH COMMISSION

State Capitol 700 Capital Avenue Frankfort KY 40601

502/564-8100

Capitol FAX 502-223-5094
Annex FAX 502-564-6543
www.lrc.state.ky.us/home.htm

Robert Sherman
Director

HOUSE MEMBERS

Jody Richards
Speaker, LRC Co-Chair

Larry Clark
Speaker Pro Tem

Rocky Adkins
Majority Floor Leader

Jeffrey Hoover
Minority Floor Leader

Jim Callahan
Majority Caucus Chairman

Bob DeWeese
Minority Caucus Chairman

Joe Barrows
Majority Whip

Ken Upchurch
Minority Whip

MEMORANDUM

TO: ***

FROM: ***

RE: ** Bill **

DATE: December 24, 2003

Please be advised that the subject bill has been transferred to the ** Committee on ***. To assist the committee in its deliberations, you are requested to submit your comments, pro and con, on the proposed legislation. Should there be any fiscal effects, please also note the same.

Your comments are requested in writing; however, you are welcome also to address the committee if you so desire. ***, committee staff, should be notified at 564 - 8100 if you desire to address the committee.

The committee could consider the bill at any time; therefore, your comments are requested as soon as possible. They should be addressed to ***, Legislative Research Commission, Capitol Building, Frankfort, KY 40601

We recognize that our request comes at a time when we are all extremely busy; however, I am certain that you understand we are all working for the ultimate benefit of the people of the Commonwealth. Thank you in advance for your cooperation.

cc: ***

HOUSE OF REPRESENTATIVES

KENTUCKY GENERAL ASSEMBLY AMENDMENT FORM

2004 REGULAR SESSION

Amend printed copy of **HB 999**

Amendment No. _____

Rep. ****

Committee Amendment _____

Signed: _____

Floor Amendment _____

LRC Drafter: ****

Adopted: _____

Date: _____

Rejected: _____

Doc. ID: 030700

SENATE

KENTUCKY GENERAL ASSEMBLY AMENDMENT FORM

2004 REGULAR SESSION

Amend printed copy of **HB 999**

Amendment No. _____

Sen. ****

Committee Amendment _____

Signed: _____

Floor Amendment _____

LRC Drafter: ****

Adopted: _____

Date: _____

Rejected: _____

Doc. ID: 030701

HOUSE OF REPRESENTATIVES

KENTUCKY GENERAL ASSEMBLY AMENDMENT FORM

2004 REGULAR SESSION

Amend printed copy of HB 999

Title Amendment

Amendment No. TITLE

Rep. ****

Committee Amendment

Signed:

Floor Amendment

LRC Drafter: ****

Adopted:

Date:

Rejected:

Doc. ID: 030703

SENATE

KENTUCKY GENERAL ASSEMBLY AMENDMENT FORM

2004 REGULAR SESSION

Amend printed copy of HB 999
Title Amendment

Amendment No. TITLE

Sen. ****

Committee Amendment _____

Signed: _____

Floor Amendment _____

LRC Drafter: ****

Adopted: _____

Date: _____

Rejected: _____

Doc. ID: 030702

2004 REGULAR SESSION

SENATE STANDING COMMITTEE ON AGRICULTURE AND NATURAL
RESOURCES

1st Meeting

January 8, 2004

The Senate Standing Committee on Agriculture and Natural Resources held its 1st meeting of the 2004 Regular Session on January 8, 2004, at 10:00 AM, in Room 131 of the Capitol Annex. The Chair called the meeting to order, and the secretary called the roll.

Members Present: Senator Ernie Harris, Chair; Senator Vernie McGaha, Vice Chair; Senators David Boswell, Paul Herron Jr, Daniel Kelly, Robert Leeper, Virgil Moore, Joey Pendleton, Tim Shaughnessy, Damon Thayer and Elizabeth Tori.

LRC Staff:

Following is a summary of committee action on the bills that were considered:

CONFERENCE COMMITTEE REPORT

The Conference Committee on ☐ **HB** ☐ **SB** _____ has met as provided in the Rules of the House and Senate and hereby reports the following to be adopted:

☐ The House concur on _____

☐ The Senate recede from _____

☐ The Senate concur on _____

☐ The House recede from _____

OR

☐ Cannot agree.

Senate Members

House Members

[illegible][illegible]

The above-named members, in separate votes by house, all concur in the provisions of this report.

DATE _____

For Clerk's Use:

Adopted: _____
 Repassage Vote: 116

FREE CONFERENCE COMMITTEE REPORT

The Free Conference Committee on ☐ **HB** ☐ **SB** _____ has met as provided in the Rules of the House and Senate and hereby reports the following to be adopted:

☐ **GA** ☐ **SCS** ☐ **HCS**

For the above-referenced bill, with these amendments (if applicable):

Committee (list by chamber and number): _____ ;

Floor (list by chamber and number): _____ ; and

The following Free Conference Committee action:

☐ HB ☐ SB _____

Doc. ID: 030705

Senate Members

House Members

The above-named members, in separate votes by house, all concur in the provisions of this report.

DATE

For Clerk's Use: Adopted: _____
Repassage Vote: _____

Staff Analysis of Free Conference Committee Report

On HB/SB ***

Adopt the provisions of HB/SB *** with the following changes:

LRC Staff

Date

THE HOUSE OF REPRESENTATIVES

OF THE

COMMONWEALTH OF KENTUCKY

To All To Whom These Presents Shall Come, Greetings:

Know Ye, That

Jane Doe

*having been duly appointed Honorary Page on Motion of
Representative John Doe*

*is hereby deemed by this Honorable Body worthy of its Recognition
and is Vested with all the Rights, Privileges and Responsibilities
of the said office for and during a perpetual term.*

*In Testimony whereof, the House has caused these Letters to be
Patented, and the Seal of the House to be hereunto affixed.*

*Done at Frankfort, Kentucky, this
6th day of January, in the year
Two Thousand and Four.*



Speaker, House of Representatives

Chief Clerk, House of Representatives

THE HOUSE OF REPRESENTATIVES

OF THE

COMMONWEALTH OF KENTUCKY

Citation of Adjournment

*The House of Representatives of the Commonwealth of Kentucky
does hereby adjourn this legislative day in memory and honor of*

Jane Doe

and joins with

Representative John Doe

in expressing deepest sympathy to the Doe and Smith Families and all those who share in the loss of this distinguished citizen. The daughter of Mary Smith and the late John Smith, she is survived by her mother; cherished husband, Joseph Doe; beloved daughter, Elizabeth Doe; sister, Ann Smith; and, a host of other family members, friends and loved ones. A highly-regarded educator who made many lasting contributions to her profession and the youth of her community as a middle school English teacher, Mrs. Doe labored on behalf of the Frankfort Independent School System for thirty years, gave generously of her time and talents as a member of various educational and civic organizations and was as a faithful member of Highland Baptist Church. Jane Doe is remembered on this day for the many and generous contributions she made to her family, friends and community and will be deeply missed by all those whose lives were touched by her remarkable presence.



*Done at Frankfort, Kentucky, this
sixth day of January, in the
year two thousand and four.*

Speaker, House of Representatives

Member, House of Representatives

THE SENATE

OF THE
COMMONWEALTH OF KENTUCKY

To All To Whom These Presents Shall Come, Greetings:

Know ye that
name

*having been duly appointed
an Honorary Page*

on the motion of
Senator John Doe

*is hereby deemed by this honorable body worthy of its recognition, and is
vested with all the rights and privileges of the said office
for and during a perpetual term.*



*Done in Frankfort, Kentucky, this sixth day of
January, in the year two thousand and four.*

President of the Senate

Member of the Senate

THE SENATE

OF THE
COMMONWEALTH OF KENTUCKY

To All To Whom These Presents Shall Come, Greetings:

Know ye that

John Doe

BSA Troop #75

is recognized and honored on the occasion of achieving the rank of Eagle Scout. The attainment of this status is significant, representing the perseverance developed while energetically pursuing the exceptional ideals that are sanctioned by the scouting program; and said recipient,

on the motion of

Senator Jane Doe

is hereby deemed by this honorable body worthy of its recognition.

*Done in Frankfort, Kentucky, this sixth day of
January, in the year two thousand and four.*

President of the Senate

Member of the Senate



